

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

BOARD OF TRUSTEES
Regular Meeting

February 13, 2012

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. CONFERENCE WITH LABOR NEGOTIATORS

Joseph M. Farley/Jodee Brentlinger/Tim Holcomb/Robyn Phillips/
Julie Hatchel/Sara Jocham/Jeff Bristow/Patricia Koch, Fiscal Expert, OCDE
Employee Organizations:

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

B. ~~PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT~~

~~Manager IV, Budget~~
(Pursuant to Government Code §54957)

EXHIBIT 3B
Item Pulled on 2-7-12

C. STUDENT EXPULSIONS

Deliberations of Findings of Fact and Recommendations
(Pursuant to Education Code §48918{c} and §35145)

EXHIBITS 3C1-C7

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

Sara Kebede – Donation of Shoes to Ethiopian Athletes
Student Body President’s Report –San Juan Hills High School

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. REPORT ON 2012-2013 DISTRICT BUDGETING AND FINANCE:

The District faces a large budget shortfall for the 2012-2013 school year that will require substantial spending reductions. This budget shortfall reflects the cumulative impact of five years of ongoing cuts in state funding for K-12 education and the elimination of federal funds that have cushioned the impact of the previous cuts in state funding. Decisions need to be made in the coming months to determine how spending reductions will be made and implemented by the June 30, 2012, budget adoption deadline.

Staff will present updated estimates of the District budget shortfall for 2012-2013, and the Governor’s January Budget Proposal for 2012-2013. These projections will consider the scenario if a proposed tax measure passes, as well as the scenario if the tax measure is defeated, thereby triggering additional cuts to K-12 education under the Governor’s proposed budget. Staff will also provide information on the options for addressing a budget shortfall of this magnitude and receive direction from Trustees. An updated timeline for the 2012-2013 budget planning process will also be shared.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Robyn Phillips, Interim Deputy Superintendent, Business and Support Services

Staff Recommendation

It is recommended the Board President recognize Robyn Phillips, Interim Deputy Superintendent, to present this item and answer any questions Trustees may have.

2. TRUSTEE AREA BOUNDARY REDISTRICTING:

National Demographics Corporation has been working on refining Plan J, which was adopted at the January 25 Board meeting, and will review these details with Trustees at this Board meeting. Plan J is posted on the District website on the Agenda & Supporting Documents 2011 page and in the entry area of the Board room.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Joseph M. Farley, Superintendent

INFORMATION/
DISCUSSION
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EXHIBIT 1

DISCUSSION/
ACTION
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EXHIBIT 2

Staff Recommendation

It is recommended the Board President recognize Joseph M. Farley, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees approve the final version of Plan J or any amendments to the version approved by Trustees at the meeting.

Motion by _____ Seconded by _____

3. RESOLUTION NO. 1112-32 – ADOPTING THE OFFICIAL TRUSTEE AREA MAP FOR ELECTIONS TO THE BOARD OF TRUSTEES:

Adoption of Resolution No. 1112-32 is the last step in the approval process of the official Trustee area map for elections to the Board of Trustees to a “by-trustee area” election method.

DISCUSSION/
ACTION
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EXHIBIT 3

Staff Recommendation

It is recommended the Board President recognize Joseph M. Farley, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees approve Resolution No. 1112-32, Adopting the Official Trustee Area Map for Elections to the Board of Trustees.

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Ryan Pallas _____

Trustee Addonizio _____

Trustee Alpay _____

Trustee Brick _____

Trustee Bryson _____

Trustee Hatton _____

Trustee Palazzo _____

Trustee Pritchard _____

4. CHANGE ORDER NO. 1 – BID NO. 1011-15 SAN JUAN HILLS HIGH SCHOOL STADIUM PHASE II PROJECT, OHNO CONSTRUCTION COMPANY:

This agenda item requests approval of Change Order No. 1 – Bid No. 1011-15 to Ohno Construction Company for the San Juan Hills High School Stadium Phase II project for the required bleacher replacement parts needed to complete construction. The cost for bleacher replacement parts was anticipated by District staff, and an allowance of \$40,000 was established in the overall project budget. All such changes in the work are performed under applicable conditions of the contract documents.

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ACTION
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EXHIBIT 4

The original contract amount to Ohno Construction Company is \$1,640,000. Change Order No. 1 to replace the required missing bleacher materials is \$35,924. The new contract amount for Ohno Construction Company, which includes Change Order No. 1, will be \$1,675,924 pending Board approval.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services

Staff Recommendation

It is recommended the Board President recognize Tim Holcomb, Interim Deputy Superintendent, Business and Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve Change Order No. 1 – Bid No. 1011-15 San Juan Hills High School Stadium Phase II Project to Ohno Construction Company.

Motion by _____ Seconded by _____

5. ELECTIVE COURSE PILOT – HIGH SCHOOL FORENSIC SCIENCE:

This item seeks approval to pilot a high school Forensic Science course as part of the science electives offered at Aliso Niguel High School. This high-interest, laboratory-based course integrates elements of the biology and chemistry curricula into an additional area of science education. The overall curriculum utilizes scientific investigation and experimentation focusing on areas of: atomic and molecular structure, chemical bonds, conservation of matter and stoichiometry, gases and their properties, acids and bases, solutions, chemical thermodynamics, reaction rates, and nuclear processes, while also reinforcing English language development and math through real-world application. This course will prepare students for possible careers and postsecondary education in the medical and/or forensic science fields. It is anticipated that this course will be approved as a college preparatory elective (Subject G) within the UC/CSU systems. There is no financial impact associated with this item as this class utilize existing staff. Supplemental equipment and materials required for the program will be obtained through site funds. Upon completion of the pilot, the course would return to the Board for course adoption.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

Staff Recommendation:

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the high school Forensic Science pilot course at Aliso Niguel High School.

Motion by _____ Seconded by _____

6. ELECTIVE COURSE PILOT – INTRODUCTION TO RENEWABLE AND SUSTAINABLE ENERGY:

This item seeks approval to pilot an Introduction to Renewable and Sustainable Energy science course as part of the high school electives offered at Dana Hills High School. This project-based course is a foundation career technical education (CTE) course in the energy and utilities industry sector focused on energy literacy in preparation for career opportunities in the emerging green economy. The overall curriculum focuses on the various renewable energy technologies and sustainable design practices and their current applications. Emphasis will be placed on energy consumption, efficiency, and conservation, while reinforcing English language development and math through real-world application. This course represents an introductory course in a career technical education pathway, preparing students for careers and postsecondary education in energy conservation and related fields. It is anticipated that this course will be approved as a college preparatory elective within the UC/CSU systems. There is no financial impact associated with this item as this class will utilize existing staff. Supplemental equipment and materials required for the program will be obtained through District CTE funds and grants. Upon completion of the pilot, the course would return to the Board for course adoption.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

DISCUSSION/
ACTION
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EXHIBIT 5

DISCUSSION/
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EXHIBIT 6

Staff Recommendation:

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve an Introduction to Renewable and Sustainable Energy pilot course at Dana Hills High School.

Motion by _____ Seconded by _____

7. COURSE ADOPTION – BIOTECHNOLOGY:

This item seeks final approval for the Biotechnology course which has been piloted at Dana Hills High School (DHHS). The content within the Biotechnology course focuses upon the study and manipulation of living organisms and their building blocks for commercial use. Students examine technological applications that use biological systems, living organisms, or derivatives, to make or modify products for specific use. This course is offered as part of the DHHS Health Medical Occupations (HMO) academy, and has been approved as a college preparatory elective within the UC/CSU systems. There is no financial impact associated with this item as this class will utilize existing staff.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

Staff Recommendation:

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the Biotechnology course as a course offering at Dana Hills High School.

Motion by _____ Seconded by _____

8. FIRST READING - NEW BOARD POLICY 4033 – LACTATION ACCOMMODATION:

As employment laws change, it becomes necessary to update or create new policies. The Lactation Accommodation policy is a new Board policy to establish District guidelines to meet legal compliance requirements. There is no financial impact.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

Staff Recommendation

It is recommended the Board President recognize Jodee Brentlinger, Assistant Superintendent, Personnel Services, to present this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

9. FIRST READING - REVISION OF BOARD POLICY 5119 - OPEN ENROLLMENT:

Board Policy 5119 is being revised to update priority criteria for school placement. This update will allow siblings to continue to enroll beyond the published application deadline. There is no financial impact. Proposed additions to the Board policy are underlined; deletions are struck through.

CUSD Strategic Plan Pillar 1: Community Relations

Contact: Julie Hatchel, Assistant Superintendent, Education Services

DISCUSSION/
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EXHIBIT 7

INFORMATION/
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EXHIBIT 8

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EXHIBIT 9

Staff Recommendations

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

10. DIVISION OF STATE ARCHITECT UPDATE:

Update of progress of the Division of State Architect Construction and Project listing. There is no financial impact at this time. There will be a fee to reopen the closed applications to finalize and close them with certification when all documentation is completed. There is no change from the information provided to the Board of Trustees at its January 9, 2012, meeting.

CUSD Strategic Plan Pillar 2: Safe and Healthy Schools

Contact: Tim Holcomb, Interim Deputy Superintendent, Business & Support Services

INFORMATION/
DISCUSSION
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EXHIBIT 10

Staff Recommendation:

It is recommended the Board President recognize Tim Holcomb, Interim Deputy Superintendent, Business and Support Services, to provide the DSA Update and answer any questions the Board of Trustees may have. This is an information item only and no Board action is necessary.

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

11. SCHOOL BOARD MINUTES:

Approval of the minutes of the January 25, 2012, regular Board meeting and the January 30, 2012, special Board meeting.

Contact: Jane Boos, Manager, Board Office Operations

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EXHIBIT 11

CURRICULUM & INSTRUCTION

12. PETITION TO WAIVE CALIFORNIA HIGH SCHOOL EXIT EXAM:

Approval to waive California Education Code §60851(c) and Board Policy 6162.52 in accordance with §60851(c) for two students who have completed all requirements for passing the California High School Exit Examination (CAHSEE) subtest in Mathematics and/or English/Language Arts, case numbers 1112-008 through 1112-009. California Education Code §60851(c) and Board Policy 6162.52 provide authority for the Board of Trustees to review and approve waivers for special education students to pass the CAHSEE with modifications stated in the pupil's Individualized Education Program. Supporting information for this item is provided to Trustees under separate cover so that individual student rights under the Family Educational Rights and Privacy Act are protected.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

13. EXPULSION READMISSIONS:

Approval to readmit students from expulsion. Due to the confidential nature of the student expulsion readmission, the supporting information is provided to Trustees under separate cover.

CUSD Strategic Plan Pillar 2: Safe and Healthy Schools

Contact: Julie Hatchel, Assistant Superintendent, Education Services

14. **ADOPTION OF A THREE-YEAR EXPULSION PLAN:** Page 89
EXHIBIT 14
Approval of a three-year Expulsion Plan. The District is required to adopt a three-year Expulsion Plan that is developed in collaboration with Orange County school districts and the Orange County Department of Education (OCDE). OCDE in turn submits the three-year county plan to the California Department of Education. District staff has met with Orange County districts and the OCDE over the past few months to develop/update the District's Expulsion Plan. The previous plan was adopted by Trustees on February 9, 2009.
CUSD Strategic Plan Pillar 2: Safe and Healthy Schools
Contact: Julie Hatchel, Assistant Superintendent, Education Services

BUSINESS & SUPPORT SERVICES

15. **PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 99
EXHIBIT 15
Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The purchase orders and commercial warrants included in this item have previously been authorized as part of the District's budget approval process. The purchase orders total \$1,323,193.08; the commercial warrants total \$9,519,229.86. Attachment 3 is a list of previously Board-approved bids and contracts to assist in the review of the purchase order and commercial warrant listings.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Tim Holcomb, Interim Deputy Superintendent, Business & Support Services

16. **RESOLUTION NO. 1112-31 – ANNUAL AND FIVE-YEAR REPORTABLE FEES REPORT FOR FISCAL YEAR 2010-2011, IN COMPLIANCE WITH GOVERNMENT CODE §66006 AND §66001:** Page 141
EXHIBIT 16
Approval of Resolution No, 1112-31 authorizing the Annual and Five-Year Reportable Fees Reports for Fiscal Year 2010-2011, in compliance with Government Code §66006 and §66001. On February 9, 1998, the Board of Trustees adopted guidelines in Senate Bill 1693, legislation requiring school districts to justify and report the need and reasonableness of any collection and spending of developer fees for new school facilities. In compliance with Government Code §66006 and §66001, findings on the type and amounts of fees are to be published in Annual and Five-Year Reports, as long as the District continues to use developer fees as a funding mechanism for new school facility projects. Also, the District published a "Notice of Public Meeting," and made the reports available to the public at least 15 days prior to the District's Board meeting.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services

17. **INCOME AGREEMENT – TRAINING SERVICES, ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 155
EXHIBIT 17
Approval of an income agreement with Orange County Superintendent of Schools to provide custom training for teachers at California Preparatory Academy. The technology training will help teachers provide students with an effective, instructional practice on the use of Google Docs. The Orange County Superintendent of Schools will provide services for \$350, paid for with the California Technology Assistance program vouchers.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services

18. **INDEPENDENT CONTRACTOR AGREEMENT - EDUCATION THROUGH MUSIC TRAINING, RICHARDS INSTITUTE OF EDUCATION AND RESEARCH:** Page 161
EXHIBIT 18
 Approval of an independent contractor agreement with Richards Institute of Education and Research to provide teacher training on the Education Through Music model of learning, reading, and writing through the integration of language and music. The contractor will provide services at the rates indicated on the fee schedule for the 2011-2012 school year. Expenditures under this contract are estimated to be \$3,000, paid by School and Library Improvement Block Grant funds.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services
19. **INDEPENDENT CONTRACTOR AGREEMENT – SUPPLEMENTAL EDUCATIONAL TUTORING SERVICES, SYLVAN LEARNING CENTER OF LAGUNA NIGUEL, OPERATED BY SAYVA LEARNING LLC:** Page 169
EXHIBIT 19
 Approval of an independent contractor agreement with Sylvan Learning Center of Laguna Niguel, operated by Sayva Learning LLC, to provide No Child Left Behind Supplemental Educational Services. The contractor will provide tutoring services at the rates indicated on the fee schedule for the 2011-2012 school year. Scheduled services under this contract are estimated to be \$9,640, funded by Title I.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services
20. **INDEPENDENT CONTRACTOR AGREEMENT – SPEECH LANGUAGE PATHOLOGY SERVICES, MARIE K. BLOCK:** Page 179
EXHIBIT 20
 Approval of an independent contractor agreement with Marie K. Block to provide speech language pathology services for District students. The contractor will provide services at the rates indicated on the fee schedule for the 2011-2012 school year, for services as requested by the District, paid by Special Education funds. Expenditures under this contract are estimated to be \$18,000.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services
21. **INDEPENDENT CONTRACTOR AGREEMENT – SPANISH INTERNATIONAL BACCALAUREATE PRIMARY YEARS PROGRAM, CALINK INSTITUTE:** Page 189
EXHIBIT 21
 Approval of an independent contractor agreement with CALINK Institute to provide an International Baccalaureate Primary Years Program in Spanish for students at Carl Hankey K-8 School. The contractor will provide services at the rates indicated on the fee schedule for the 2011-2012 school year. Expenditures under this contract are estimated to be \$9,500, paid by the parent foundation.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Tim Holcomb, Interim deputy Superintendent, Business and Support Services
22. **WAIVER REQUEST - ALLOWANCE OF ATTENDANCE DUE TO AN EMERGENCY CONDITION:** Page 199
EXHIBIT 22
 Approval of a waiver request for allowance of attendance due to an emergency condition. California Education Code §46392 and §41422 allows school districts to apply for attendance credit when a district experiences a material decrease in attendance because of emergency conditions as a result of fire, flood, impassable roads, epidemic, earthquake, safety hazard, a non-district transportation service strike, or a military threat. All District school sites experienced a power outage that occurred on September 9, 2011. The electrical power outage occurred due to a utility company (San Diego Gas and Electric) transformer malfunction that impacted multiple counties in California and Arizona.

This item pertains to Board approval of this Request for Waiver to be approved by the California Department of Education. It asks for the disregard of one day in the computation of average daily attendance, and to obtain credit for instructional minutes that would have been regularly offered on September 9, 2011. The exhibit contains the required state documents for claiming the material decrease in attendance on September 9, 2011, at all schools within the District. The affidavit portion of the attachment will be filed with the County Superintendent of Schools and subsequently the State Superintendent of Public Instruction. The potential financial impact of the lost calendar day is estimated to be \$1,935,339, if the waiver is not approved.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Robyn Phillips, Interim Deputy Superintendent, Business and Support Services

23. EXTENSION OF AGREEMENT FOR BID NO. 1011-08, MILK AND DAIRY PRODUCTS – HOLLANDIA DAIRY:

Page 203
EXHIBIT 23

Approval of the extension of the agreement for milk and dairy products to be provided by Hollandia Dairy. The vendor was sent a letter requesting reduced pricing for the 2011-2012 renewal year. Hollandia Dairy responded and out of the 42 items they provide, they were discontinuing 4 items, would lower their pricing on 3 items, could hold the pricing on 13 of the 42 items, and must increase costs on 22 items. The price increases are due to the monthly price adjustments made by the California Department of Food & Agriculture in farm milk price, energy, and labor costs. This contract provides milk and dairy products for all school sites and the central kitchen. Estimated expenditures for 2011-2012 utilizing this contract are approximately \$485,000, funded by Food and Nutrition Services.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Tim Holcomb, Interim Deputy Superintendent, Business and Support Services

24. GOVERNMENT CLAIM: 12-99708DP:

Denial of Claim 12-99708DP filed against the District. Staff will follow up with appropriate action. This agenda item pertains to a claim filed against the District by James L. Meier, Attorney at Law, on behalf of a minor student. On January 3, 2012, at Dana Hills High School, the student was participating in a DVD fitness workout during a morning physical education class. When he finished, he felt faint and passed out, falling to the ground. He was immediately attended by staff, paramedics were called, and the student was transported to the hospital. The student returned to school on January 11, 2012. Denial of this claim does not have any financial implications on the general fund. This action establishes procedural timelines.

CUSD Strategic Plan Pillar 5: Effective Operations.

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

PERSONNEL SERVICES

25. RESIGNATIONS/RETIREMENTS/EMPLOYMENT–CLASSIFIED EMPLOYEES:

Page 227
EXHIBIT 25

Approval of the activity list for employment, separation, and additional assignments of classified employees. These positions will be charged to the appropriate fund and are included in the adopted budget.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

26. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:

Page 239
EXHIBIT 26

Approval of the activity list for employment, separation, and additional assignments of certificated employees. These positions will be charged to the appropriate fund and are included in the adopted budget.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

27. MASTER TEACHER PAYMENT:

Page 247
EXHIBIT 27

Approval of payment to District master teachers who supported a student teacher during the 2011 fall semester. 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. California State University, Fullerton has agreed to reimburse the District for all costs associated with compensating master teachers. Therefore, the compensation amounts differ as a result of including all statutory costs.

CUSD Strategic Plan Pillar 5: Effective Operations.

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

28. AUTHORIZATION OF COACHES TO PROVIDE SECOND SEMESTER PHYSICAL EDUCATION CREDIT:

Page 249
EXHIBIT 28

Approval of teachers who are credentialed in subjects other than physical education to provide physical education credit to students in that respective sport. Districts may assign a teacher with a credential in a subject area other than physical education to coach a competitive sport and award physical education credit to students. State law requires that such teachers be full-time employees of a district, complete a minimum of 20 hours of first-aid instruction, have training on the harmful effects of steroid use, and be approved by the Board of Trustees. It has been determined that all teachers who do not hold a physical education credential, but are assigned coaching activities for which such credit is given, are full-time employees of the District and have completed cardiopulmonary resuscitation and first aid instruction. Therefore, it is now appropriate for the Board to approve teachers so assigned. Coaching stipends are budgeted and funded through the general fund or booster club donations.

CUSD Strategic Plan Pillar 5: Effective Operations.

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Ryan Pallas _____

Trustee Addonizio _____

Trustee Alpay _____

Trustee Brick _____

Trustee Bryson _____

Trustee Hatton _____

Trustee Palazzo _____

Trustee Pritchard _____

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 WEDNESDAY, FEBRUARY 29, 2012, 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.