

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

BOARD OF TRUSTEES  
Regular Meeting

June 27, 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/Clark Hampton/Jeff Bristow/  
Jon Pearl

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)*

**EXHIBIT 3A**

**B. STUDENT EXPULSIONS**

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

**EXHIBITS 3B1-B6**

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

*(Pursuant to Government Code §54957)*

**EXHIBIT 3 C**

**PUBLIC HEARING: Agenda Item 4 – 2012-2013 Budget Adoption**

**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**

- Brooke Soto and Ramin Talebi – Perfect Attendance K-12
- Raad Ghantous – Designed the California Preparatory Academy Logo Design
- Ross Chun and Dr. Mo Entezampour – Assistance with the District’s Science, Technology, Engineering, Arts, and Math Initiative

**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. RECOMMENDATION OF TENTATIVE AGREEMENT WITH CAPISTRANO UNIFIED EDUCATION ASSOCIATION FOR JULY 1, 2012 – JUNE 30, 2013:**

The purpose of this agenda item is to seek approval of the tentative agreement between the District and the Capistrano Unified Education Association (CUEA). In addition to the tentative agreement, the Public Disclosure of Collective Bargaining Agreement is included in the exhibit. The total estimated fiscal impact of this agreement is an estimated savings to the District of approximately \$30.2 million for the 2012-2013 fiscal year.

***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.

Following discussion, it is recommended the Board of Trustees approve the tentative agreement with CUEA for July 1, 2012 – June 30, 2013.

DISCUSSION/  
ACTION  
Page 1  
**EXHIBIT 1**

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

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

2. **RECOMMENDATION OF TENTATIVE AGREEMENT WITH CAPISTRANO SCHOOL EMPLOYEES ASSOCIATION CHAPTER 224 FOR JULY 1, 2012 – JUNE 30, 2013:** DISCUSSION/  
ACTION  
Page 9  
**EXHIBIT 2**

The purpose of this agenda item is to seek approval of the tentative agreement between the District and the California School Employees Association Chapter 224 (CSEA). In addition to the tentative agreement, the Public Disclosure of Collective Bargaining Agreement is included in the exhibit. The total estimated fiscal impact of this agreement is an estimated savings to the District of approximately \$7.9 million for the 2012-2013 fiscal year which represents CSEA's portion of targeted budget reductions.

*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.

Following discussion, it is recommended the Board of Trustees approve the tentative agreement with CSEA for July 1, 2012 – June 30, 2013.

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

3. **RECOMMENDATION OF TENTATIVE AGREEMENT WITH TEAMSTERS LOCAL 952 FOR JULY 1, 2012 – JUNE 30, 2013:** DISCUSSION/  
ACTION  
Page 11  
**EXHIBIT 3**

The purpose of this agenda item is to seek approval of the tentative agreement between the District and Teamsters, Local 952 In addition to the tentative agreement, the Public Disclosure of Collective Bargaining Agreement is included in the exhibit. The total estimated fiscal impact of this agreement is an estimated savings to the District of approximately \$540,000 for the 2012-2013 fiscal year which represents Teamsters' portion of targeted budget reductions.

*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.

Following discussion, it is recommended the Board of Trustees approve the tentative agreement between the District and the Teamsters Local 952 for July 1, 2012 – June 30, 2013.

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

4. **PUBLIC HEARING – 2012-2013 BUDGET ADOPTION:** INFORMATION/  
DISCUSSION
- The Board will conduct a public hearing on the 2012-2013 Budget adoption. Supporting information is located in Exhibit 5.
- CUSD Strategic Plan Pillar 5: Effective Operations*
- Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

Staff Recommendation

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

**5. 2012-2013 BUDGET ADOPTION:**

The District is required by law to adopt a budget for the 2012-2013 fiscal year no later than June 30, 2012, for enactment on July 1, 2012. The budget for 2012-2013 is based upon revenue assumptions outlined within the Governor’s May Revise, as well as District-specific assumptions for revenue and expenditures. The following documents are included in the exhibit:

- 2012-2013 Budget for District Funds
- State Criteria and Standards
- School District Certification of the State Criteria and Standards and the Workers’ Compensation Certification
- 2012-2013 Guidelines and Assumptions

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees adopt and approve the 2012-2013 Budget.

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

DISCUSSION/  
ACTION  
Page 17  
**EXHIBIT 5**

**6. MEMORANDUM OF UNDERSTANDING WITH SADDLEBACK COLLEGE:**

This past semester, San Juan Hills High School and Saddleback College worked in partnership to implement a comprehensive pilot program to enhance student preparedness and success at Saddleback College. Both Saddleback College and the District found the pilot to be successful and recommend expanding the partnership to other high school campuses, as outlined in the Memorandum of Understanding, beginning September, 2012. There is no financial impact.

*CUSD Strategic Plan Pillar 1: Community Relations*

*CUSD Strategic Plan Pillar 3: Academic Achievement and 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 Memorandum of Understanding with Saddleback College.

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

DISCUSSION/  
ACTION  
Page 19  
**EXHIBIT 6**

**7. RECONSIDERATION OF RECENTLY TAKEN ACTION BY THE BOARD OF TRUSTEES:**

Consistent with the provisions of Board Bylaw 9322(a), Trustee Brick requested the Board reconsider its decision of December 12, 2011, Agenda Item 14A, Proposed School Calendars, concerning the scheduling of fall parent/teacher conferences. The bylaw indicates that a Trustee may request that a topic be placed on the agenda which has been recently considered and acted upon by the Board, providing there is new and relevant information on the topic. Trustee Brick received additional information on the impact of the approved parent/teacher conferences dates and requested the matter be reconsidered. If Trustees approve this request, the matter will be placed on the agenda of the next Board meeting.

*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*

*Contact: Joseph M. Farley, Superintendent*

DISCUSSION/  
ACTION  
Page 21  
**EXHIBIT 7**

Staff Recommendation

It is recommended the Board President recognize Trustee Brick and determine if there is interest in reconsidering the dates of parent/teacher conferences at the next meeting.

Following discussion, it is recommended the Board of Trustees approve reconsidering the dates of parent/teacher conferences at the July 9, 2012, Board meeting.

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

**8. 2012-2015 MASTER TECHNOLOGY PLAN:**

The California Department of Education (CDE) requires every school district seeking educational technology and E-rate funding to have an updated technology plan containing specific requirements defined by the CDE. The current five-year plan will expire on July 1, 2012. A three-year technology plan is required before an E-rate applicant may start to receive discounted services. The primary purpose of a technology plan, in addition to meeting state and federal regulations to qualify for funding, is to provide direction for the use of technology within the curriculum to enhance and improve teaching and learning. A budget is a required component of the plan; however, the District is not mandated, nor will be mandated, to allocate funding with the approval of the plan. A draft of the CDE-approved three-year Master Technology Plan can be found online at:

[http://tis-capousd-ca.schoolloop.com/cms/page\\_view?d=x&piid=&vpid=1235193028623](http://tis-capousd-ca.schoolloop.com/cms/page_view?d=x&piid=&vpid=1235193028623)

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

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve the updated 2012-2015 Master Technology Plan to support District compliancy with state law and federal E-rate regulations to receive discounted services and potentially qualify for future funding.

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

**9. RESOLUTION NO. 1112-53, REDUCTION OR ELIMINATION OF CERTAIN CERTIFICATED SERVICES:**

The District and CUEA originally scheduled the 2012 layoff/temporary release hearing for April 18, 2012. Out of the 362 employees who received preliminary notices, approximately 282 requested a hearing and were thereafter deemed "respondents" and subject to the jurisdiction of the Administrative Law Judge (ALJ), responsible for conducting the hearing. Both parties agreed to extend the hearing into June due to the recent *Stockton* decision. The Office of Administrative Hearings granted the request and rescheduled the hearing for June 6, 7, and 8. Since the ALJ only has jurisdiction over respondents, the approximate 80 non-respondents were deemed to have waived their rights, and received final notification of their temporary release on or before May 14, 2012. While the hearing was scheduled for three days, the hearing was completed by 5:00 p.m. on June 6, 2012. The ALJ is expected to provide the District with an advisory decision on or before June 21, 2012. The purpose of this item is to seek approval of the reduction and/or elimination of certificated services. Approval of this resolution provides maximum flexibility as provided the Board in previous years.

DISCUSSION/  
ACTION  
Page 25  
**EXHIBIT 8**

DISCUSSION/  
ACTION  
Page 35  
**EXHIBIT 9**

It is possible the Board may need to exercise its authority under the Education Code to alter, amend, and otherwise address errors in the ALJ's proposed decision. Education Code §44949(c)(3) states, "the governing board shall make the final determination as to the sufficiency of the cause and disposition," and "{n}one of the findings, recommendations, or determinations contained in the proposed decision prepared by the administrative law judge shall be binding on the governing board." The appropriate method for correcting any errors is by notation and explanation in the Board's final resolution. Since, as of the date of this Board item, the decision of the ALJ has not been received, staff is not able to predict with certainty what changes may be necessary. Given the complexity of the case, the large number of certificated employees involved, and the uncertainty created by the recent *Stockton* decision, staff will thoroughly review the proposed decision and ensure that all appropriate changes are noted and explained in the final resolution.

***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.

Following discussion, it is recommended the Board of Trustees approve Resolution No. 1112-53, Reduction or Elimination of Certain Certificated Services.

Motion by _____	Seconded by _____
ROLL CALL:	
Trustee Addonizio _____	Trustee Bryson _____
Trustee Alpay _____	Trustee Hatton _____
Trustee Brick _____	Trustee Palazzo _____
	Trustee Pritchard _____

**10. OLWEUS BULLYING PREVENTION PILOT PROGRAM:**

Clarence Lobo Elementary School is requesting to pilot the Olweus Bullying Prevention Program (OBPP) throughout the 2012-2013 school year. The Bullying Prevention Initiative of California (BPIC) will consult with the school site for up to three years to ensure the success of the implementation of the program. Staff members will attend a two-day training and receive instructional materials to implement weekly lessons in kindergarten through fifth grade. The goal of OBPP is to reduce existing bullying problems among students, prevent the development of new problems, and achieve better peer relations at school. Additionally, data shows the program will provide an increase in students' test scores and a decrease in absenteeism and dropout rates. There is no financial impact. The OBPP will be grant funded through San Onofre/SONGS and the BPIC.

***CUSD Strategic Plan Pillar 2: Safe and Healthy Schools***

***Contact: Dr. Julie Hatchel, Assistant Superintendent, Education Services***

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve the Olweus Bullying Prevention Pilot Program.

Motion by _____	Seconded by _____
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DISCUSSION/  
ACTION  
Page 37  
**EXHIBIT 10**

**11. SECOND READING – REVISION OF BOARD POLICY 5122, PROMOTION/ACCELERATION/RETENTION:**

DISCUSSION/  
ACTION  
Page 39  
**EXHIBIT 11**

Board Policy 5122, *Promotion/Acceleration/Retention*, is the governing policy outlining the promotion, acceleration, or retention of students. The policy was adopted in 1997 and last revised in 1999. The recommended changes will clarify the language and will comply with the law. There is no fiscal impact.

***CUSD Strategic Plan Pillar 3: Academic Achievement and 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 revisions to Board Policy 5122, *Promotion/Acceleration/Retention*.

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**

**12. SCHOOL BOARD MINUTES:**

Approval of the June 11, 2012, regular Board meeting.

***Contact: Jane Boos, Manager, Board Office Operations***

Page 45  
**EXHIBIT 12**

**13. SCHOOL BOARD MINUTES:**

Approval of the June 15, 2012, special Board meeting.

***Contact: Jane Boos, Manager, Board Office Operations***

Page 55  
**EXHIBIT 13**

**CURRICULUM & INSTRUCTION**

**14. 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***

**15. EXPUNGING OF EXPULSION RECORD:**

Approval of expunging a student record. Due to the confidential nature of expunging a student expulsion record, 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***

**16. SCHOOL MOBILE ASSESSMENT RESOURCE TEAM MEMORANDUM OF UNDERSTANDING:**

Page 57  
**EXHIBIT 16**

Approval of the School Mobile Assessment Resource Team (SMART) Memorandum of Understanding for the 2012-2013 school year. Since July 2001, the SMART team has provided the District with a rapid response law enforcement team to investigate suspected threats on our students and campuses. The idea behind the SMART team is to be proactive rather than reactive in addressing potentially dangerous situations. Its willingness to conduct threat assessments has been highly effective and has resulted in appropriate responses by schools and law enforcement, thus creating a public trust of both organizations. The SMART program extends the capacities of a school to more effectively deal with a suspected threat by handing off the investigation to our law enforcement partners at the appropriate time. Calls to the SMART team have gradually been reduced on our campuses due to the effectiveness of the program. There is no fiscal impact.

*CUSD Strategic Plan Pillar 2: Safe and Healthy Schools*

*Contact: Dr. Julie Hatchel, Assistant Superintendent, Education Services*

**BUSINESS & SUPPORT SERVICES**

**17. PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:**

Page 83  
**EXHIBIT 17**

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The expenditures related to the listed purchase orders and commercial warrants included in this item were previously authorized as part of the District's budget approval process. The purchase orders total \$4,243,851.70; the commercial warrants total \$3,317,878.28. 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 5: Effective Operations*

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

**18. DONATION OF FUNDS AND EQUIPMENT:**

Page 113  
**EXHIBIT 18**

A number of gifts have been donated to the District, including \$352,465.96 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash gifts have no financial impact on the budget. The District does not guarantee maintenance of those items or the expenditure of any District funds for their continued use.

*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*

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

**19. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENT:**

Approval of the ratification of special education Informal Dispute Resolution agreement case #24812. Due to the confidential nature of the agreement, supporting information is provided to Trustees under separate cover.

*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*

*Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations*

**20. AMENDMENT TO A SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENT:**

Approval of an amendment to a special education Informal Dispute Resolution agreement case #7712. Due to the confidential nature of the agreement, supporting information is provided to Trustees under separate cover.

*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*

*Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations*



21. **ADMINISTRATIVE ENCROACHMENT PERMIT AGREEMENT FOR SCHOOL BANNERS NEAR SAN CLEMENTE HIGH SCHOOL:** Page 117  
**EXHIBIT 21**  
Approval of an Administrative Encroachment Permit Agreement to allow placement of school banners on existing city light poles adjacent to San Clemente High School. The terms and conditions of the encroachment permit have been reviewed and approved by the District’s legal counsel and the City of San Clemente.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
22. **MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE CAPISTRANO-LAGUNA BEACH REGIONAL OCUPATION PROGRAM FOR TECHNICAL SERVICES:** Page 127  
**EXHIBIT 22**  
Approval of the Memorandum of Understanding (MOU) between the District and the Capistrano-Laguna Beach Regional Occupation Program (ROP) for technical services. The District Technology and Information Services Department provides technical support to the ROP computers located on District campuses. The purpose of this agenda item is to formalize a mutually agreed upon technical support plan. The MOU has been reviewed by legal counsel and was developed in close partnership with ROP Superintendent Kim Thomason.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
23. **MASTER CONTRACT BETWEEN T.E.R.I. INCORPORATED & THE COUNTRY SCHOOL, A NON-PUBLIC SCHOOL:** Page 131  
**EXHIBIT 23**  
Approval of a Master Contract No. 1213068 for special education services to be provided by T.E.R.I. Incorporated & The Country School, a non-public school. The contractor will provide services at the rates indicated in the agreement and paid by special education. Expenditures under this contract are limited to \$55,000.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
24. **INDEPENDENT CONTRACTOR, MASTER CONTRACT, AND PROFESSIONAL SERVICES AGREEMENTS:** Page 149  
**EXHIBIT 24**  
Approval and ratification of District standardized Independent Contractor, Master Contract, and Professional Services Agreements. The State of California is in financial crisis, and as a result, California school budgets have been cut by 25 percent over the past four years. Because of these significant cuts, staff requests contractors to reduce their fees for services by 10 percent. The expenditures related to the listed agreements were previously authorized as part of the District’s budget approval process. The agreements total \$5,294,848.  
Due to the size of the contract documents, the General Conditions for each type of agreement are posted online on the District’s Board Agendas and Supporting Documentation page.  
*CUSD Strategic Plan Pillar 2: Safe & Healthy Schools*  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
25. **INCOME AGREEMENT BETWEEN ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 283  
**EXHIBIT 25**  
Ratification of Income Agreement No. 38258 with the Orange County Superintendent of Schools to provide Introduction to Google Docs for Education training for District staff. The contractor will provide services at the rates indicated in the agreement and paid by California Technology Assistance Project Certificates. Expenditures under this contract are limited to \$450.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

26. **INCOME AGREEMENT BETWEEN ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 289  
**EXHIBIT 26**  
Ratification of Income Agreement No. 38259 with the Orange County Superintendent of Schools to provide Basics of the Learning Management System Haiku training for District staff. The contractor will provide services at the rates indicated in the agreement and paid by California Technology Assistance Project Certificates. Expenditures under this contract are limited to \$350.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
27. **INCOME AGREEMENT BETWEEN ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 295  
**EXHIBIT 27**  
Approval of Income Agreement No. 38052 with the Orange County Superintendent of Schools to provide the services of Jane Vogel for functional vision assessments and consultation for District students. The contractor will provide services at the rates indicated in the agreement and paid by special education funds. Expenditures under this contract are limited to \$6,500.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
28. **MEDI-CAL ADMINISTRATIVE ACTIVITIES PARTICIPATION AGREEMENT BETWEEN ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 301  
**EXHIBIT 28**  
Approval of Medi-Cal Administrative Activities (MAA) Participation Agreement No. 38233 with the Orange County Superintendent of Schools to provide administrative services related to Medi-Cal reimbursement. Orange County Superintendent of Schools receives 4.5 percent of the quarterly claim received by the District from the state for MAA administration support.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
29. **AGREEMENT FOR SPECIAL SERVICES BETWEEN SCHOOL SERVICES OF CALIFORNIA, INCORPORATED:** Page 317  
**EXHIBIT 29**  
Approval of Agreement for Special Services with School Services of California, Incorporated to provide fiscal and mandated information services. The contractor will provide services at the rates indicated in the agreement and paid by the general fund. Expenditures under this contract are limited to \$5,000.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
30. **AMENDMENT TO SCHOOL BUS SERVICE AGREEMENT, SANTA MARGARITA CATHOLIC HIGH SCHOOL:** Page 321  
**EXHIBIT 30**  
Approval of Amendment to School Bus Service Agreement No. 10910045 for school bus inspections, servicing, maintenance, repair, parking, and school bus driver training services, as required by Santa Margarita Catholic High School, to be provided by the District. The District increased its fees for vehicle maintenance from \$90 per hour to \$105 per hour. This agreement provides a positive revenue stream into the District's general fund to offset a portion of the Transportation Department's encroachment.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

**31. RESOLUTION NO. 1112-52, SIGNATURE AUTHORIZATION:**

Approval of Resolution No. 1112-52 to establish updated signature authorizations. The Orange County Department of Education requires the Board of Trustees to establish the names of administrators authorized to sign payroll notices of employment/changes of status, timesheets, vendor orders for payment, and warrant registers. This resolution authorizes Joseph M. Farley, Superintendent; Clark D. Hampton, Deputy Superintendent, Business and Support Services; Jodee E. Brentlinger, Assistant Superintendent, Personnel Services; Philippa K. Geiger, Executive Director I, Fiscal Services; Cynthia L. Brown, Manager, Fiscal Accounting; and Matthew L. Krause, Manager, Payroll, as the District administrators authorized to sign these documents. The resolution also states that a signature stamp is authorized for Joseph M. Farley, Clark D. Hampton, and Philippa K. Geiger, and only one signature or signature stamp shall be required by the Board of Trustees for processing these documents. There are no financial implications related to adoption of this resolution.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

Page 333

**EXHIBIT 31**

**32. INDEPENDENT CONTRACTOR AGREEMENT TO PROVIDE WORKERS' COMPENSATION THIRD PARTY ADMINISTRATION SERVICES, CORVEL ENTERPRISE COMP, INCORPORATED:**

Approval of an Independent Contractor Agreement with Corvel Enterprise Comp, Incorporated to provide workers' compensation third party administration services that includes an integrated claims administration cost containment program, with online services. The contractor will provide services at the rates indicated in the agreement, paid by the general fund. Expenditures under this contract are limit to \$322,000 for year one of the contract. The contract may be renewed for subsequent one-year terms upon the written consent of both the consultant and the District.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

Page 337

**EXHIBIT 32**

**33. EXTENSION OF RENTAL SERVICE AGREEMENT, CAPO BEACH CALVARY:**

Approval of Extension of Rental Service Agreement No. 1112046 with Capo Beach Calvary to provide designated parking at the District's bus facility for Capo Beach Calvary to use, as needed, for a fee of \$75.00 per bus per month. This agreement provides a positive revenue stream into the District's general fund to offset a portion of the Transportation Department's encroachment.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

Page 361

**EXHIBIT 33**

**34. EXTENSION OF CONSULTANT AGREEMENT BETWEEN ATKINSON, ANDELSON, LOYA, RUUD & ROMO:**

Approval of the Extension of Consultant Agreement No. C1011052 with Atkinson, Andelson, Loya, Ruud & Romo to provide legal services, as required by the District. The consultant will provide services at the previously negotiated reduced rates. Annual expenditures under this contract are limited to \$250,000.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

Page 369

**EXHIBIT 34**

**35. EXTENSION OF BID NO. 1112-03, BAKERY PRODUCTS – GOLD STAR FOODS:**

Page 389  
**EXHIBIT 35**

Approval of extension of Bid No. 1112-03 for bakery products to be provided by Gold Star Foods. The contract contains a provision wherein the vendors are required to lock in the pricing for three years subject to a limit on annual increases of no more than the Consumer Price Index (CPI). Staff requested vendors to reduce their pricing at each contract renewal. The pricing in the attached renewal exhibit is either reduced or limited to the CPI increase. This extension provides 20 different bakery items for purchase by Food and Nutrition Services. Gold Star Foods responded and out of the 20 items they provide, 12 items remained at the same price, and 8 items increased in price. The price increases are due to an increase in the cost of staples such as wheat, flour, and dairy products. Annual expenditures under this contract are limited to \$132,000 funded by Food and Nutrition Services.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**36. EXTENSION OF BID NO. 1011-05, FROZEN FOOD PRODUCTS – GOLD STAR FOODS:**

Page 405  
**EXHIBIT 36**

Approval of extension of Bid No. 1011-05 for frozen food products to be provided by Gold Star Foods. The contract contains a provision wherein the vendors are required to lock in the pricing for three years subject to a limit on annual increases of no more than the Consumer Price Index (CPI). Staff requested vendors to reduce their pricing at each contract renewal. The pricing in the attached renewal exhibit is either reduced or limited to the CPI increase. This extension provides 70 different frozen food items for purchase by Food and Nutrition Services. Gold Star Foods responded and out of the 70 items they provide, 20 items remained at the same price, 28 items increased in price, 19 items decreased in price, and 3 items have been discontinued. The price increases are due to an increase in the cost of staples such as wheat, flour, and dairy products. Annual expenditures under this contract are limited to \$2,200,000 funded by Food and Nutrition Services.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**37. RATIFICATION CHANGE ORDER #4 – BID NO. 1011-15, SAN JUAN HILLS HIGH SCHOOL STADIUM PHASE II:**

Page 447  
**EXHIBIT 37**

Approval of the ratification of change order #4 related to the stadium at San Juan Hills High School. In a previous action, the Board of Trustees delegated to the Superintendent the authority to approve work orders changing the cost of construction contracts, provided the cost does not exceed \$25,000 per individual work order. This change order aggregates various work orders that may consist of additions, deletions, or other revisions that are now being presented to the Board of Trustees for ratification. All such changes in the work are performed under applicable conditions of the change in contract documents. The original contract sum was \$1,640,000. The new contract sum including change orders through #4 is \$1,727,344.20.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**38. AWARD RFQ NO. 2-1213, E-RATE CONSULTANT, NVLS PROFESSIONAL SERVICES, LLC:**

Approval of the award of RFQ No. 2-1213, E-rate consultant, to NvLS Professional Services, LLC. On May 14, 2012, the Board of Trustees authorized staff to solicit proposals for E-rate consulting services. The District received six proposals. The proposals were evaluated by staff based on the selection criteria and adherence to submittal requirements. NvLS Professional Services, LLC was selected to remain the District's E-rate consultant based on the evaluation of the firm's qualifications, years of experience, competence in relative experience, and costs. NvLS' proposal clearly demonstrated experience, knowledge, and a proven track record to navigate the complexities of the Federal E-rate program. NvLS Professional Services will support the District in its ability to manage and identify all possible opportunities for available E-rate discounts. Annual expenditures under this contract are limited to \$19,000 funded by the general fund. The evaluation criteria and consultant rate sheets are available in the Purchasing Department for review. Contact Terry Fluent (949) 234-9436.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**39. PALO VERDE UNIFIED SCHOOL DISTRICT BID #111201, HVAC FILTERS AND INSTALLATION – PACWEST AIR FILTER:**

Approval to utilize the Palo Verde Unified School District Bid #111201 HVAC Filters and Installation for the purchase of filters, from PacWest Air Filter, under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for filters, as needed, throughout the District. Anticipated annual expenditures utilizing this contract are approximately \$120,000, funded by routine repair and maintenance. 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.

Due to the size of the contract and award, the documentation is posted online on the District's Board Agendas and Supporting Documentation page.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**40. STATE OF MINNESOTA, DEPARTMENT OF ADMINISTRATION, NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS, AND WESTERN STATES CONTRACTING ALLIANCE CONTRACT NO. B27160 AWARDED TO DELL MARKETING L.P., CALIFORNIA PARTICIPATING ADDENDUM:**

Approval to utilize the State of Minnesota, Department of Administration, National Association of State Procurement Officials, and Western States Contracting Alliance Contract No. B27160 awarded to Dell Marketing L.P., and approved for usage in the State of California pursuant to the California Participating Addendum, for the purchase of computer equipment, peripherals, and related services. The District can utilize such contracts pursuant to California Public Contract Code §10298, 10299, and 12100 et. seq. without going to bid. The contract prices offered by Dell Marketing have been assessed to be fair, reasonable, and competitive. District staff has determined that it is in the best interest of the District to utilize the contract awarded to Dell Marketing. Annual expenditures utilizing this contract are limited to \$2,000,000 for the purchase of computer equipment, peripherals, and related services, funded by various sources, including but not limited to, gift, grants, and general funds.

Due to the size of the contract and award, the documentation are posted online on the District Board Agendas and Supporting Documentation page.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**PERSONNEL SERVICES**

**41. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:**

Page 465  
**EXHIBIT 41**

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 Brenlinger, Assistant Superintendent, Personnel Services*

**42. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:**

Page 479  
**EXHIBIT 42**

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 Brenlinger, Assistant Superintendent, Personnel Services*

Motion by _____	Seconded by _____
ROLL CALL:	
Trustee Addonizio _____	Trustee Bryson _____
Trustee Alpay _____	Trustee Hatton _____
Trustee Brick _____	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 MONDAY, JULY 9, 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](http://www.capousd.org)

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

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

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

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

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

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

**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.*