

REVISED
2-22-13

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

BOARD OF TRUSTEES
Regular Meeting

February 27, 2013

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 LEGAL COUNSEL – EXISTING LITIGATION EXHIBIT 3A

Number of Cases - One
Superior Court of the State of California
County of Orange
Case Number 30-2011-00509686
(Pursuant to Government Code §54956.9{a})

B. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT

EXHIBIT 3B1-B2

1) Director V, Informal Dispute Resolution Specialist
2) Manager IV, Fiscal Services (two positions)
(Pursuant to Government Code §54957)

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

EXHIBIT 3C1-C2

Number of Positions - Two
(Pursuant to Government Code §54957)

D. STUDENT EXPULSIONS

EXHIBIT 3 D1-D8

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

E. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

EXHIBIT 3E

Dr. Joseph M. Farley/Clark Hampton/John Forney
Parcel on the west side of La Pata due east from San Juan Hills High School
(Pursuant to Government Code §54956.8)

PUBLIC HEARING: Agenda Item #1–Boundary Adjustments for Barcelona Hills Study Areas

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

*National Merit Semifinalists
National Achievement Scholarship Program Semifinalist
National Hispanic Scholars*

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.

PUBLIC HEARING

1. PUBLIC HEARING – BOUNDARY ADJUSTMENTS FOR BARCELONA HILLS STUDY AREAS:

INFORMATION/
DISCUSSION

The Board will conduct a public hearing on boundary adjustments for Barcelona Hills study areas. Supporting information is located in Exhibit 2.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Julie Hatchel, Assistant Superintendent, Education 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.

DISCUSSION/ACTION ITEMS

2. BOUNDARY ADJUSTMENTS FOR BARCELONA HILLS STUDY AREAS:

DISCUSSION/
ACTION
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EXHIBIT 2

In 2012, the Board of Trustees voted to repurpose Barcelona Hills Elementary School for Oxford Preparatory Academy. For the 2011-2012 school year, families residing within the Barcelona Hills attendance areas were given the option of enrolling at Castille or Reilly elementary school. At this time, staff is recommending that the former Barcelona Hills study areas be reassigned to Castille and Reilly elementary schools as follows: Assign study areas 0010, 0020, and 0031 to the Castille Elementary School attendance area. Assign study areas 0032 and 0090 to the Reilly Elementary School attendance area. No existing students would be moved under this proposal. This proposed boundary adjustment allows room for open enrollment to accommodate any concerns for the potential separation of siblings. Under this proposal, neither site will reach their historical maximum enrollment within the next six years. There is no financial impact.

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 Julie Hatchel, Assistant Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the reassignment of study areas 0010, 0020, and 0031 to the Castille Elementary School attendance area and study areas 0032 and 0090 to the Reilly Elementary School attendance area.

Motion by _____ Seconded by _____

3. COMMUNITY FACILITIES DISTRICT REBALANCING:

The recent refinancing of the Certificate of Participation (COP) provided an opportunity to review Community Facilities District (CFD) contributions to the COP's debt service and the opportunity to rebalance future debt service payments. Each CFD contributing to the debt service, over the life of the COP, has an equitable contribution on a per-household basis. Rebalancing will mean that over the next 11 years, some CFDs will be contributing to debt service and others will be receiving credits. This will bring all CFDs to the same per-household contribution. The exception is CFD 88-1, which does not have sufficient funds to reach the same per-household amount. There are no General Fund implications.

CUSD Strategic Plan Pillar 5: Effective Operations

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

INFORMATION/
DISCUSSION
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EXHIBIT 3

Staff Recommendation

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

4. GOALS AND OBJECTIVES FOR THE ONGOING WORK OF THE DISTRICT SUPERINTENDENT:

The employment agreement between Superintendent Joseph Farley and the District requires the Board to meet with Dr. Farley to agree upon goals and objectives for his evaluation for the succeeding school year. This agenda item provides an opportunity to discuss general goals for the remainder of the 2012-2013 school year and the 2013-2014 school year. It is suggested that the Board engage in an informal discussion with Dr. Farley on this topic and he subsequently develop written goals and objectives. The exhibit provides suggested goals and objectives, consistent with those of previous years and recent discussions with Trustees on this topic.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Joseph M. Farley, Superintendent

INFORMATION/
DISCUSSION
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EXHIBIT 4

Staff Recommendation:

It is recommended the Board President recognize Joseph Farley, Superintendent, to present this item. This is an information item only and no Board action is necessary at this time.

5. FIRST READING – REVISIONS TO BOARD BYLAW 9320:

At the December 10, 2012, Board meeting, Trustees approved changing the night Board meetings are conducted from the second Monday and fourth Wednesday to the second and fourth Wednesday each month. The proposed revisions to Board Bylaw 9320, *Meetings*, reflect the change. Changes are underlined; deletions are struck through. This is an information item only and no Board action is necessary.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Joseph M. Farley, Superintendent

INFORMATION/
DISCUSSION
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EXHIBIT 5

Staff Recommendation:

It is recommended the Board President recognize Joseph Farley, Superintendent, to present the revisions to Board Bylaw 9320, *Meetings*

6. SECOND READING – REVISIONS TO BOARD POLICY 5119, OPEN ENROLLMENT:

This item presents a second reading of proposed changes to Board Policy 5119, *Open Enrollment*. Proposed revisions include changing the name of this policy from Open Enrollment to School of Choice to eliminate confusion with the Open Enrollment Act implemented by the California Department of Education, as well as eliminating the second open enrollment window which will streamline staffing and student placement in preparation for the beginning of the school year. There is no financial impact.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Julie Hatchel, Assistant Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve the revisions to Board Policy 5119, *Open Enrollment*.

Motion by _____ Seconded by _____

7. RESOLUTION NO. 1213-33, RESERVING THE RIGHT TO MAKE 2013-2014 CUMA EMPLOYEE COMPENSATION REDUCTIONS:

While the Governor’s January budget proposes a minimal COLA for K-12 education, it does not address the ongoing deficit factor facing public education funding. Even with a proposed 1.65% COLA, the District continues to face a 22.272% deficit factor. While additional revenue limit reductions are not proposed by the state, as of first interim budget report, the District must still reduce expenditures by an estimated \$31 million dollars in order to adopt a balanced budget for 2013-2014. The District entered into one year compensation agreements with employee associations (CSEA, CUEA, and Teamsters), which expire June 30, 2013. Therefore, the District must prepare for \$31 million dollars in reductions for 2013-2014. As a result, the District must continue to consider every option to ensure it develops and adopts a balanced budget by June 30, 2013. Education Code §45032 and Education Code §45162(b) authorizes the governing board of a school district to increase the salaries of employees at any time during the school year on any date ordered by the governing board, but does not authorize decreases in salary during the school year. The District will re-open negotiations with CSEA, CUEA, and Teamsters per collective bargaining agreements and timelines. As a precautionary measure, this item proposes consideration of the adoption of Resolution No. 1213-33. This action reserves the right to a reduction in salaries and/or work year calendars during the 2013-2014 school year should it become necessary. The financial impact will be known at budget adoption in June.

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.

DISCUSSION/
ACTION
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EXHIBIT 6

DISCUSSION/
ACTION
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EXHIBIT 7

Following discussion, it is recommended the Board of Trustees approve, Resolution No. 1213-33, Reserving the Right to Make 2013-2014 CUMA Employee Compensation Reductions, and provide authorization to deliver written notice to unrepresented CUMA employees.

Motion by _____ Seconded by _____
 ROLL CALL:
 Student Advisor Madison Wolfert _____
 Trustee Addonizio _____ Trustee Hatton _____
 Trustee Bryson _____ Trustee Pritchard _____
 Trustee Hanacek _____ Trustee Reardon _____
 Trustee Alpay _____

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

8. **RESOLUTION NO. 1213-34 – WEEK OF THE SCHOOL ADMINISTRATOR:**
 Approval of Resolution No. 1213-34, Week of the School Administrator. Certificated and classified administrators provide leadership and support for the educational program by developing and implementing curriculum; selecting textbooks and instructional materials; recruiting, training, and evaluating staff; managing budgets; monitoring cost controls; implementing school board policies; complying with federal, state, and local regulations and laws; planning and maintaining school facilities; and providing transportation, nutrition, and social service programs to students and their families. This resolution will serve as official notice to citizens of the District of the Board of Trustees' support for the Week of the School Administrator. There is no financial impact.
CUSD Strategic Plan Pillar 1: Community Relations
Contact: Marcus Walton, Chief Communications Officer

Page 33
EXHIBIT 8

CURRICULUM & INSTRUCTION

9. **EXPULSION READMISSIONS:**
 Approval to readmit students from expulsion. Due to the confidential nature of student expulsion readmissions, 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
10. **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 ten 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 1213-006 through 1213-015. 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. There is no financial impact.
CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment
Contact: Julie Hatchel, Assistant Superintendent, Education Services

11. LOCAL EDUCATIONAL AGENCY PLAN 2012-2015:

Approval of the Local Educational Agency (LEA) Plan 2012-2015. As required by the federal Elementary and Secondary Education Act and California Education Code §52055.57(c)(d), districts in Program Improvement Corrective Action must revise and implement the LEA Plan to reflect activities including: a standards-based/standards-aligned instructional program using instructional materials which may be aligned to Common Core State Standards resources, professional development, and targeting the instructional needs of students not meeting proficiency targets. Due to the size of the document, the application will be available for review in the State and Federal Programs office. There is no financial impact.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

12. MEMORANDUM OF UNDERSTANDING WITH POWER OF DISCOVERY: STEM²:

Approval of the Memorandum of Understanding (MOU) with Power of Discovery: STEM². This initiative is part of the California After-School Network and California STEM Learning Network's effort to mobilize a broad coalition of stakeholders who will work together to increase quality STEM learning opportunities in Out-of-School Time (OST) programs. It focuses on the creation and implementation of a robust, statewide system of Regional Innovation Support Providers and Virtual Innovation Supports. These supports will work together to implement a comprehensive multi-year strategic plan that will facilitate partnerships and increase professional capacity of OST programs to offer high-quality STEM learning opportunities. This MOU outlines the collaboration of the District with Kinoshita YMCA staff to participate in the initiative and offer STEM activities to Kinoshita students participating in the After-School Education and Safety program. There is no financial impact.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

13. INCOME AGREEMENT WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:

Approval and ratification of Income Agreement No. 39114 with the Orange County Superintendent of Schools to provide English Language Development Standards training for elementary and secondary instructional coaches. The contractor will provide services on March 6, 2013, and March 13, 2013, at the rates indicated in the agreement. Expenditures under this contract are limited to \$2,400 and will be paid by Economic Impact Aid funds, which must be spent to support English learners.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

14. INCOME AGREEMENT WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:

Approval and ratification of Income Agreement No. 39143 with the Orange County Superintendent of Schools to provide Scaffolding for English learners training for elementary and secondary instructional coaches. The contractor will provide services on March 20, 2013, and March 26, 2013, at the rates indicated in the agreement. Expenditures under this contract are limited to \$2,600 and will be paid by Economic Impact Aid funds, which must be spent to support English learners.

CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

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EXHIBIT 12

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EXHIBIT 13

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EXHIBIT 14

BUSINESS & SUPPORT SERVICES

15. **PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 51
EXHIBIT 15
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 \$730,065.41; the commercial warrants total \$2,713,929.52. Attachment 3 is a list of previously Board-approved bids and contracts to assist in the review of the purchase order and commercial warrant listings. Attachment 4 is a list of previously Board-approved by vendor warrants exceeding \$250,000.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
16. **DONATION OF FUNDS AND EQUIPMENT:** Page 77
EXHIBIT 16
A number of gifts have been donated to the District, including \$193,983.10 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash have no financial impact on the budget. The District does not guarantee maintenance of items or the expenditure of any District funds for continued use.
CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
17. **INDEPENDENT CONTRACTOR, MASTER CONTRACT, AND PROFESSIONAL SERVICES AGREEMENTS:** Page 79
EXHIBIT 17
Approval of District standardized Independent Contractor, Master Contract, and Professional Services Agreements. Due to state budget cuts to schools over the last several years, staff requests contractors to reduce their fees for services by ten percent. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows one new agreement for a total of \$5,000, and five amendments to existing contracts increasing the "not to exceed" amounts by \$445,000.

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 3: Academic Achievement & Enrichment
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
18. **SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENT:**
Approval of the ratification of special education Informal Dispute Resolution Agreement Case #12913. 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
19. **PERSONNEL REIMBURSEMENT AGREEMENT WITH LAGUNA BEACH UNIFIED SCHOOL DISTRICT:** Page 111
EXHIBIT 19
Approval of a Personnel Reimbursement Agreement with Laguna Beach Unified School District (LBUSD) to provide 20 days of instruction by a qualified Orientation and Mobility Specialist to LBUSD during the 2012-2013 regular school year. District staff has provided these services to LBUSD from the time both districts were part of the South Orange County Special Education Local Plan Area. The updated agreement streamlines the billing process.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations

20. **AGREEMENT FOR CONSTRUCTION MANAGEMENT/OWNER'S REPRESENTATIVE SERVICES BETWEEN EDENCO, INCORPORATED:** Page 115
EXHIBIT 20
 Approval of Agreement for Construction Management/Owner's Representative Services with Edenco, Incorporated to provide services related to the construction of the lunch pavilion at Capistrano Valley High School. Construction management fees for this project are \$120,000, funded from CFD 87-1.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
21. **AGREEMENT FOR ARCHITECTURAL AND RELATED SERVICES WITH WLC ARCHITECTS, INCORPORATED:** Page 161
EXHIBIT 21
 Approval of Agreement for Architectural and Related Services with WLC Architects, Incorporated (WLC) to provide services related to the design and construction of the lunch pavilions at Capistrano Valley High School. WLC will be the architect of record with the Division of State Architect on this project. Architectural fees for this project are \$120,000, funded from CFD 87-1.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
22. **E-RATE APPLICATION FOR 2013-2014: ORANGE COUNTY SUPERINTENDENT OF SCHOOLS INTERNET NETWORK SUPPORT SERVICES AGREEMENT, COX METROE SERVICE AGREEMENT & VERIZON WIRELESS SERVICE AGREEMENT:** Page 221
EXHIBIT 22
 Approval of the 2013-2014 E-Rate application. The Schools and Libraries Division (SLD) of the Universal Service Administrative Company provides affordable access to telecommunication services for all eligible schools and libraries in the United States via the federal E-Rate discount program. In January 2013, the District publicly announced the Requests for Proposals for Telecommunication Services. The District telecommunication service requests included: wireless, broadband Internet connection, and Internet Service Provider. Vendor proposals were evaluated based on SLD and District bid requirements. Telecommunication services will be delivered from July 1, 2013, through June 30, 2014, or longer depending on the contract. With the Board's approval, the proposed E-Rate application with the three contracts found in the attached exhibit will be submitted to the SLD for final evaluation and approval. Board authorization of the E-Rate application is required before the application can be submitted to the SLD for review. The E-Rate application must be submitted to the SLD by March 2013 to be considered for funding. SLD funding commitment letters will be awarded in the summer of 2013. Estimated expenditures for 2013-2014 utilizing discounts and these contracts are approximately \$104,590 funded by the general fund. If the Orange County Office of Education is invoiced by the California K-12 High Speed Network, \$79,000 of the \$104,590 will be billed to the District; in the last five years the District has not been billed for this access.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
23. **SERVICES AND SUPPORT AGREEMENT – QUINTESSENTIAL SCHOOL SYSTEMS:** Page 233
EXHIBIT 23
 Approval of the Services and Support Agreement for 2013-2014 with Quintessential School Systems (QSS), a business administrative software. The contract for annual support services expires June 30, 2013. The agreement provides professional consulting services related to regular support and maintenance for the product, as well as system software updates and opportunities for free professional training for staff. By taking advantage of the early payment discount of four percent, the annual fee of \$67,063 will be reduced to \$64,380.48, funded by the general fund.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

24. **RATIFICATION OF CHANGE ORDERS NO. 16 AND NO. 17 – BID NO. 1011-11, CAPISTRANO VALLEY HIGH SCHOOL PERFORMING ARTS CENTER:**
 Ratification of Change Orders No. 16 and No. 17 related to the construction of the Capistrano Valley High School Performing Arts Center. 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 approved work orders and the resulting change orders are shown in the exhibit. The original contract sum was \$11,975,007. The new contract sum including Change Orders No. 16 and No. 17 is \$12,731,969.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
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EXHIBIT 24
25. **INDEPENDENT CONTRACTOR AGREEMENT, REQUEST FOR PROPOSAL NO. 5-1213, FOR EVENT SECURITY SERVICES WITH CONTEMPORARY SERVICES CORPORATION:**
 Approval of Independent Contractor Agreement, Request for Proposal No. 5-1213, with Contemporary Services Corporation to provide event security services for the District's six high schools. The events include, but are not limited to, football and basketball games, homecoming, dances, and graduation. Services provided under this contract are not to exceed \$80,000, funded from the ASB accounts.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- Page 319
EXHIBIT 25
26. **EXTENSION OF AGREEMENT FOR SURVEYING AND CONSTRUCTION ENGINEERING SERVICES – GUIDA SURVEYING, INCORPORATED:**
 Approval of the extension of the agreement for surveying and construction engineering services to be provided by Guida Surveying, Incorporated. The vendor has agreed to maintain the same discounted pricing negotiated last year. This contract provides for surveying and construction engineering services, on an as-needed basis, related to the various projects currently under construction. Expenditures utilizing this contract are not to exceed \$60,000 annually, funded by the various project funds.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- Page 427
EXHIBIT 26
27. **AMENDMENT TO AGREEMENT BID NO. 1011-14, GROCERY PRODUCTS, ADDITIONAL FUNDS:**
 Approval of Amendment to Agreement Bid No. 1011-14 for grocery products with A&R Wholesale Distributors, Incorporated, increasing the "not to exceed" amount to \$77,000 annually for additional grocery products required due to menu changes related to USDA regulations. Expenditures will be funded from Food and Nutrition Services.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- Page 441
EXHIBIT 27

28. STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 3-06-70-2070D, GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-35F-0294S, PURCHASE OF COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT OF VARIOUS BRANDS, SOFTWARE AND SERVICES, INSTALLATION, MAINTENANCE OF EQUIPMENT AND REPAIR SERVICE, DIGITAL NETWORKS GROUP, INCORPORATED:

Approval of authorization to utilize the State of California Multiple Award Schedule Contract No. 3-06-70-2070D, General Services Administration schedule GS-35F-0294S, to purchase various brands of technology equipment, software, services, installation, and maintenance of equipment and repair services from Digital Networks Group, Incorporated, under the same terms and conditions of the public agency's contract. The District can utilize such contracts pursuant to California Public Contract Code §10298, §10299 and §12100 et. seq. without going to bid.

District staff has determined the prices offered by Digital Networks Group, Incorporated are fair, reasonable, competitive, and it is in the best interest of the District to utilize the contract. Anticipated annual expenditures under this contract are \$300,000, funded by the general fund.

Due to the size of the contract and award, the documentation will be 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

29. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:

Page 459
EXHIBIT 29

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

30. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:

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EXHIBIT 30

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

31. CERTIFICATION OF TEMPORARY ATHLETIC TEAM COACH QUALIFICATIONS AND COMPETENCIES:

Page 470
EXHIBIT 31

Approval of the certification that all temporary athletic coaches have met the qualifications and competencies required in Title V §5593 of the California Code of Regulations. The California Code of Regulations requires Trustees to certify temporary athletic team coaches have met the provisions of Title V §5593 which applies to any person serving as a temporary athletic team coach. The District must determine each individual has met all required coaching qualifications and competencies set forth in the statute. Included in these requirements is training in the care and prevention of athletic injuries, possession of a valid CPR or related certificate, practical experience in team athletic conditioning, knowledge of the rules and regulations in the sport or game being coached, understanding of adolescent psychology as it relates to the sport, and training in substance abuse prevention including, but not limited to, tobacco, alcohol, steroids, and human growth hormones. All current coaches have met this requirement as verified by athletic directors and principals at each site. There is no financial impact.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

32. AUTHORIZATION OF COACHES TO PROVIDE SECOND SEMESTER PHYSICAL EDUCATION CREDIT

Approval of teachers who are credentialed in subjects other than physical education (PE) to provide PE credit to students in that respective sport. Districts may assign a teacher with a credential in a subject area other than PE 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. There is no financial impact.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Madison Wolfert _____

Trustee Addonizio _____

Trustee Bryson _____

Trustee Hanacek _____

Trustee Hatton _____

Trustee Pritchard _____

Trustee Reardon _____

Trustee Alpay _____

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, MARCH 13, 2013, 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.