

BOARD OF TRUSTEES
Regular Meeting

November 14, 2012

Closed Session 6:30 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 6:30 P.M.

1. **CALL TO ORDER**
2. **CLOSED SESSION COMMENTS**
3. **CLOSED SESSION** (as authorized by law)

A. STUDENT EXPULSIONS

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

EXHIBIT 3 A1-A7

~~B. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT~~

~~High School Activities Director
(Pursuant to Government Code §54957)~~

~~EXHIBITS 3B~~

Pulled on 11/9/12

PUBLIC HEARING: Agenda Item #1- Pupil-to-Teacher Waiver Request for Capistrano Home and Virtual School

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

*Outstanding PAL Programs for 2011-2012: Canyon Vista Elementary School,
Newhart Middle School, and Niguel Hills Middle School
Kyla Ross – 2012 Olympic Gymnastic Gold Medal Winner
Outgoing Board Members
Student Body President’s Report – Dana 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.

PUBLIC HEARING

1. PUBLIC HEARING – PUPIL-TO-TEACHER WAIVER REQUEST FOR CAPISTRANO HOME AND VIRTUAL SCHOOL:

INFORMATION/
DISCUSSION

The Board will conduct a public hearing on the Pupil-to-Teacher Waiver Request for Capistrano Home and Virtual School. 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. PUPIL-TO-TEACHER WAIVER REQUEST FOR CAPISTRANO HOME AND VIRTUAL SCHOOL:

DISCUSSION/
ACTION
Page 1
EXHIBIT 2

This item requests the approval of the Pupil-to-Teacher Waiver Request for Capistrano Home and Virtual School. The District is seeking an Alternative School of Choice Waiver Request of Education Code §51745.6 to increase the pupil-to-teacher ratio from 30:1 to up to 33:1 at Capistrano Home and Virtual School. The revised ratio would allow resources to be redirected on other services for the direct benefit of students.

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 Pupil-to-Teacher Waiver Request for Capistrano Home and Virtual School.

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Madison Wolfert _____

Trustee Addonizio _____

Trustee Alpay _____

Trustee Brick _____

Trustee Bryson _____

Trustee Hatton _____

Trustee Palazzo _____

Trustee Pritchard _____

3. ACCOUNTABILITY PROGRESS REPORT:

California’s comprehensive accountability system monitors the academic achievement of all the state’s public schools, including charter schools, and local educational agencies serving students in kindergarten through grade twelve. This accountability system is based on state requirements, established by the Public Schools Accountability Act of 1999, and on federal requirements, established by the No Child Left Behind Act of 2001. The California Department of Education reports both state and federal accountability results under the “Accountability Progress Reporting” system. State-required reports include Base and Growth Academic Performance Index results. Federal-required reports include Adequate Yearly Progress and Program Improvement results. These reports were released in October 2012. This item provides a summary of the 2012 Accountability Progress Report along with additional standardized assessment results from the 2011-2012 academic year. There is no financial impact associated with this item.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services

INFORMATION/
DISCUSSION
Page 3
EXHIBIT 3

Staff Recommendation:

It is recommended that the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, 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. RESOLUTION 1213-27 – AUTHORIZING THE ISSUANCE OF ITS 2012 GENERAL OBLIGATION REFUNDING BONDS:

The Board of Trustees is asked to consider Resolution No. 1213-27, Authorizing the Issuance of Its 2012 General Obligation Refunding Bonds in an amount not-to-exceed \$32,000,000 and approving the form of various documents (the documents with later modifications as authorized by District staff) for the purpose of refinancing the District's outstanding Measure A Bonds in order to achieve savings for District taxpayers.

CUSD Strategic Plan Pillar 5: Effective Operations

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

DISCUSSION/
ACTION
Page 9
EXHIBIT 4

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 Resolution No. 1213-27, Authorizing the Issuance of Its 2012 General Obligation Refunding Bonds.

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

5. **FIRST READING – REVISIONS TO BOARD POLICY 1312.3, UNIFORM COMPLAINT PROCEDURES:** INFORMATION/
DISCUSSION
Page 133
EXHIBIT 5
- Board Policy 1312.3, *Uniform Complaint Procedures* is being revised to meet new legal compliance requirements. Proposed additions to the Board policy are underlined; deletions are struck through. 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 Board Policy 1312.3, Uniform Complaint Procedures.

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

6. **SCHOOL BOARD MINUTES:** Page 141
Approval of the minutes of the October 24, 2012, regular Board meeting. **EXHIBIT 6**
Contact: Jane Boos, Manager, Board Office Operations
7. **ANNUAL ORGANIZATIONAL MEETING:** Page 147
Approval of December 10, 2012, as the date for the annual organizational meeting of the Board of Trustees. The provisions of Education Code §35143 and §72000 require the governing board of each school district and community college district to hold an annual organizational meeting within a prescribed 15-day period beginning with the first day of the term of office following the biennial school district board election. For 2012, this 15-day period is December 7 through December 21. The Education Code further requires that, unless otherwise provided by rule of the governing board, the day and time of the annual organizational meeting shall be selected by the board at its regular meeting held immediately prior to the first day of the 15-day period and to notify the county superintendent of schools of the time and day selected. There is no financial impact. **EXHIBIT 7**
Contact: Jane Boos, Manager, Board Office Operations

8. 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 six 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 1213-001 through 1213-003. 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

BUSINESS & SUPPORT SERVICES

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

Page 149
EXHIBIT 9

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 \$5,684,399.19; the commercial warrants total \$7,896,470.83. 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

10. DONATION OF FUNDS AND EQUIPMENT:

Page 187
EXHIBIT 10

A number of gifts have been donated to the District, including \$332,772.04 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

11. INDEPENDENT CONTRACTOR, MASTER CONTRACT, AND PROFESSIONAL SERVICES AGREEMENTS:

Page 191
EXHIBIT 11

Approval and ratification of new District standardized Independent Contractor, Master Contract, and Professional Services Agreements and amendments to existing contracts. 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 ten percent. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows 34 new agreements, and one new ratification agreement totaling \$659,218.30. The exhibit also includes two amendments increasing the amount to existing contracts by \$65,810, for additional services as requested by the District.

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

12. NON-STANDARDIZED MASTER CONTRACT AGREEMENTS:

Approval of non-standardized Master Contract Agreements between Mardan School, Pyramid Autism Center, Speech and Language Development Center, and Spectrum Center-Rossier Park Elementary. These non-public schools did not agree to the 2012-2013 Special Education Master Contract as proposed by the District. District staff, the Orange County Special Education Local Plan Area Directors, and Orange County Department of Education legal counsel negotiated with legal counsel representing the non-public schools and revised the contract language to be amenable to all parties. The negotiated General Conditions are included in the attachment. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process and total \$561,000.

CUSD Strategic Plan Pillar 2: Safe & Healthy Schools

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

CUSD Strategic Plan Pillar 5: Effective Operations

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

13. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENTS:

Approval of the ratification of special education Informal Dispute Resolution agreement Case #101812 and Case #101912. Due to the confidential nature of the agreements, 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

14. SPECIAL EDUCATION SETTLEMENT AGREEMENT:

Approval of the ratification of special education settlement agreement #2012070452. 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

15. RESOLUTION NO. 1213-28, AUTHORIZING EXECUTION OF A JOINT EXERCISE OF POWERS AGREEMENT WITH THE DISTRICT AND THE K-12 PUBLIC SCHOOLS AND COMMUNITY COLLEGES FACILITY AUTHORITY:

Approval of Resolution No. 1213-28, Authorizing Execution of a Joint Exercise of Powers Agreement with the District and the K-12 Public Schools and Community Colleges Facility Authority. Under the Federal Water Pollution Control Act that the State Water Resources Control Board adopted in 1997, a permitting process was established for all public agencies that provides in-house transportation services. To comply with the regulations required by this permit, the District entered into a Joint Powers Agreement (JPA) with the San Diego County Office of Education on March 14, 2003. Participation in the JPA allows for cost sharing and significantly reduces the cost to the District to maintain compliance with these regulations, including the administration, legal, engineering, testing, sampling laboratory, and all other necessary services required to ensure compliance with the industrial permit.

CUSD Strategic Plan Pillar 5: Effective Operations

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

16. AGREEMENT FOR BOND COUNSEL SERVICES WITH DANNIS WOLIVER KELLEY:

Approval of Agreement for Bond Counsel Services with Dannis Woliver Kelley to provide bond counsel and District counsel services associated with a refunding of outstanding Certificates of Participation (COP) and a refunding of outstanding General Obligation Bonds. There is no direct cost to the District as a result of this contract. Bond counsel is paid directly out of the proceeds of the bond or COP issuance along with any other costs of issuance.

CUSD Strategic Plan Pillar 5: Effective Operations

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

17. **AGREEMENT FOR TELEVISION BROADCASTING AND CONSULTING SERVICES WITH PUBLIC BROADCASTING AND CONSULTING SERVICES SOCAL/KOCE-TV FOUNDATION:** Page 341
EXHIBIT 17
Approval of Agreement for Television Broadcasting and Consulting Services No. ICA1213159 with PBS SoCal/KOCE-TV Foundation to provide District teachers with instructional television materials and training on the effective use of television and Discovery Streaming for classroom instruction. The fee for services under this contract is \$1.15 per student, not to exceed \$42,994, paid by the general fund.
CUSD Strategic Plan Pillar 3: Academic Achievement and Enrichment
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
18. **EXTENSION OF CONSULTANT AGREEMENT WITH BERGMAN DACEY GOLDSMITH, A PROFESSIONAL LAW CORPORATION:** Page 347
EXHIBIT 18
Approval of the Extension of Consultant Agreement No. C0910107 with Bergman Dacey Goldsmith, a Professional Law Corporation to provide legal services, as required by the District. The consultant will reduce fees for services by ten percent for the renewal period. Annual expenditures under this contract are limited to \$300,000.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
19. **EXTENSION OF CONSULTANT AGREEMENT WITH DANNIS WOLIVER KELLEY:** Page 363
EXHIBIT 19
Approval of the Extension of Consultant Agreement No. C0910099 with Dannis Woliver Kelley 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
20. **EXTENSION OF CONSULTANT AGREEMENT WITH GEORGE COOPER RUDOLPH ATTORNEY & COUNSELOR AT LAW:** Page 393
EXHIBIT 20
Approval of the Extension of Consultant Agreement No. C1011103 with George Cooper Rudolph Attorney & Counselor at Law to provide legal services, as required by the District. The consultant will reduce fees for services by ten percent for the renewal period. Annual expenditures under this contract are limited to \$100,000.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
21. **EXTENSION OF INDEPENDENT CONTRACTOR AGREEMENT WITH ALPENSAPRUCE, LLC:** Page 419
EXHIBIT 21
Approval of the Extension of Independent Contractor Agreement No. I1112088 with AlpenSpruce, LLC to provide services related to the development, training and deployment of SharePoint software, as required by the District. The consultant will reduce fees for services by ten percent for the renewal period. Annual expenditures under this contract are limited to \$75,000.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
22. **EXTENSION OF RFP NO. 3-1011, UNIFORM SERVICE, CINTAS CORPORATION:** Page 437
EXHIBIT 22
Approval of extension of RFP No. 3-1011 for uniform service to be provided by Cintas Corporation. The vendor was asked to submit reduced fees at contract renewal. Cintas Corporation agreed to a three-year extension offering a five percent price reduction, subject to a Consumer Price Index increase consideration annually. Annual expenditures under this contract are limited to \$80,000, funded from the appropriate accounts for the various departments requiring uniform services.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

23. **FIRST AMENDMENT TO RESOLUTION 1011-44, DESIGNATION OF AGENTS:** Page 457
EXHIBIT 23
 Approval of the First Amendment to Resolution 1011-44, Designation of Agents. At the March 8, 2011, Board meeting, Trustees approved Resolution 1011-44, authorizing designated agents to prepare and file the necessary paperwork to receive reimbursement from the Federal Emergency Management Agency (FEMA). Due to District staff title changes, FEMA requires amending the resolution with the updated changes.
CUSD Strategic Plan Pillar 5: Effective Operations
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
24. **DOCUFIDE SENDER LICENSE AGREEMENT, BETWEEN THE DISTRICT AND PARCHMENT, INCORPORATED:** Page 459
EXHIBIT 24
 Approval of Docufide Sender License Agreement with Parchment, Incorporated to provide a secure, online workflow for students to request their transcripts to be sent to any recipient worldwide. Parchment, Incorporated provides services at a cost to the student of \$8 to \$15 for each request. Parchment, Incorporated retains a transaction fee plus twenty percent, and the District receives a check quarterly for the balance ranging from \$2.40 to \$8 per transcript.
CUSD Strategic Plan Pillar 2: Safe & Healthy Schools
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
25. **SERVICE AGREEMENT, NETWORK FOR A HEALTHY CALIFORNIA COALITION PROGRAM WITH ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 473
EXHIBIT 25
 Ratification of Service Agreement, Network for a Healthy California Coalition Program No. 38722 with Orange County Superintendent of Schools to provide grant funds and administration services for the operation of the Network for a Healthy California Coalition program. The Orange County Superintendent of Schools will pay \$88,571 for services pursuant to this agreement.
CUSD Strategic Plan Pillar 2: Safe & Healthy Schools
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
26. **GOVERNMENT CLAIM #12-06420JW:** Pulled on
11/9/12
~~Denial of Claim #12-06420JW filed against the District. Staff will follow up with appropriate action. This item pertains to a claim filed against the District by former employee Cary Brockman. Mr. Brockman is claiming wrongful termination from employment, illegal discrimination and harassment, retaliation for whistleblowing, and violations of California case and statutory law, including but not limited to California Education Code, California Government Code, and the California Labor Code. 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*~~
27. **GOVERNMENT CLAIM 12-06712DP:**
 Approval of Claim #12-06712DP. On July 21, 2011, a Capistrano Valley High School student sustained a laceration on her leg while running in front of the stands on the Capistrano Valley High School playing field. Claim #12-06712DP was not presented until September 19, 2012, and was denied because it was not presented within the time allowed by law. On October 13, 2012, the student's mother submitted a Leave to Present a Late Claim, explaining why the claim was presented outside the timeline. Claimant is asking for out-of-pocket expenses of \$373.84, and it is recommended the District authorize payment. The stands at Capistrano Valley High School have been repaired.
CUSD Strategic Plan Pillar 5: Effective Operations.
Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

28. WASCO UNION ELEMENTARY SCHOOL DISTRICT RFP PROJECT NO. 059-12M.1, MICROSOFT PRODUCTS – SHI INTERNATIONAL CORPORATION:

Page 579
EXHIBIT 28

Approval to utilize the Wasco Union Elementary School District RFP Project No. 059-12M.1 to purchase Microsoft products from Shi International Corporation, under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for Microsoft products, as needed, throughout the District. Anticipated annual expenditures utilizing this contract are approximately \$200,000, funded by the general fund, gift funds, grant funds, and others funds as appropriate. 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.

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 615
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:

Page 625
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. ANNUAL REPORT REQUIRED BY THE WILLIAMS SETTLEMENT LEGISLATION, 2011-2012 SCHOOL YEAR:

Page 641
EXHIBIT31

Acceptance of Williams Settlement Annual Report. As a result of the Williams Settlement, Education Code §35186 mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or misassignments, facility conditions posing a threat to student/staff health or safety, and instruction and services for the California High School Exit Examination. On an annual basis, the Orange County Department of Education (OCDE) staff visit decile 1, 2, and 3 schools and report on: a) the status of instructional materials; b) the physical conditions of the campus; c) the accuracy of information reported in the School Accountability Report Cards; d) appropriate teacher assignments; and e) California High School Exit Examination Intensive Instruction and Services Program. Last year, Kinoshita and San Juan elementary schools were inspected. The law requires that any deficiencies or complaints identified by OCDE be reported to the Board of Trustees at a regularly scheduled public meeting. The inspection revealed the designated program improvement schools had sufficient textbooks and instructional materials, School Accountability Report Cards were accurate, and all teacher assignments were in compliance. Three minor repairs were resolved immediately following the inspection. Therefore, the schools are considered to have met all expectations established under the Williams legislation. The report is received and monitored by Executive Director Leona Olson.

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 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, DECEMBER 10, 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.