

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

BOARD OF TRUSTEES
Regular Meeting

January 8, 2014

Open Session 7:00 p.m.

AGENDA

OPEN SESSION AT 7:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA – ROLL CALL

REPORT ON CLOSED SESSION ACTION

SPECIAL RECOGNITIONS

*Emilio Cisneros – For his efforts to save his grandmother's life
Student Body President's Report – San Juan Hills High School*

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

RECORDING OF SCHOOL BOARD MEETINGS

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

DISCUSSION/ACTION ITEMS

1. RESOLUTION NO. 1314-29 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT APPROVING AGREEMENT BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND COMMUNITY FACILITIES DISTRICT NO. 87-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT REGARDING SCHOOL FACILITIES, RETIREMENT OF BONDS AND CESSATION OF SPECIAL TAXES, MAKING CERTAIN DETERMINATIONS AND TAKING RELATED ACTIONS:

DISCUSSION/
ACTION
Page 1
EXHIBIT 1

At the December 11, 2013, Board meeting, Trustees requested this agenda item be continued at the January meeting. The Board of the Trustees of the Capistrano Unified School District (Board), acting solely as the approving agent for the Capistrano Unified School District (School District), will be provided with the form of the Agreement Between Capistrano Unified School District and Community Facilities District No. 87-1 of the Capistrano Unified School District Regarding School Facilities, Retirement of Bonds and Cessation of Special Taxes (Agreement). The Agreement is intended to memorialize the intentions of Board, acting on behalf of the School District, to exercise the optional redemption of outstanding bonds of CFD No. 87-1 pursuant to the terms of issuance and conclude the levy, collection, and pursuit of delinquent special taxes, subject to the successful retirement of the outstanding bonds.

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 Resolution No. 1314-29, Resolution of the Board of Trustees of the Capistrano Unified School District Approving the Agreement Between Capistrano Unified School District and Community Facilities District No. 87-1 of the Capistrano Unified School District Regarding School Facilities, Retirement of Bonds and Cessation of Special Taxes, Making Certain Determinations and Taking Related Actions.

Motion by _____

Seconded by _____

ROLL CALL:

Student Advisor Leilah Rodriguez _____

Trustee Addonizio _____

Trustee Alpay _____

Trustee Bryson _____

Trustee Hanacek _____

Trustee Hatton _____

Trustee Pritchard _____

Trustee Reardon _____

2. RESOLUTION NO. 1314-30 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT, ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 87-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT, APPROVING AGREEMENT BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND COMMUNITY FACILITIES DISTRICT NO. 87-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT REGARDING SCHOOL FACILITIES, RETIREMENT OF BONDS AND CESSATION OF SPECIAL TAXES, MAKING CERTAIN DETERMINATIONS AND TAKING RELATED ACTIONS:

DISCUSSION/
ACTION
Page 17
EXHIBIT 2

At the December 11, 2013, Board meeting, Trustees requested this agenda item be continued at the January meeting. The Board of Trustees of the Capistrano Unified School District (Board), acting as the legislative body of Community Facilities District No. 87-1 of Capistrano Unified School District (CFD No. 87-1), will be provided with the form of the Agreement Between Capistrano Unified School District and Community Facilities District No. 87-1 of the Capistrano Unified School District Regarding School Facilities, Retirement of Bonds and Cessation of Special Taxes (“Agreement”). The Agreement is intended to memorialize the intentions of Board, acting as the legislative body of CFD No. 87-1, to exercise the optional redemption of outstanding bonds of CFD No. 87-1 pursuant to the terms of issuance and conclude the levy, collection and pursuit of delinquent special taxes, subject to the successful retirement of the outstanding bonds.

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 Resolution No. 1314-30, Resolution of the Board of Trustees of the Capistrano Unified School District, Acting as the Legislative Body of Community Facilities District No. 87-1 of the Capistrano Unified School District, Approving the Agreement Between Capistrano Unified School District and Community Facilities District No. 87-1 of the Capistrano Unified School District regarding School Facilities, Retirement of Bonds and Cessation of Special Taxes, Making Certain Determinations and Taking Related Actions.

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Leilah Rodriguez _____

Trustee Addonizio _____

Trustee Alpay _____

Trustee Bryson _____

Trustee Hanacek _____

Trustee Hatton _____

Trustee Pritchard _____

Trustee Reardon _____

3. SELECTION OF A SCHOOL NAME FOR A NEW K-8 CAMPUS ON RANCHO MISSION VIEJO:

DISCUSSION/
ACTION
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EXHIBIT 3

Rancho Mission Viejo is planning a multi-phased construction project in the District requiring the construction of one K-8 school in the near future and additional schools later. Initial plans are progressing for the K-8 campus so it is appropriate to begin the school name selection process. At the Board meeting of June 26, 2013, the Board decided that all Trustees would serve on the school naming committee, per Board Policy 7511.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Joseph M. Farley, Superintendent

Staff Recommendation

It is recommended the Board President recognize Joseph M. Farley, Superintendent, to present this item and answer any questions concerning the naming of the new school.

Following discussion, it is recommended the Board of Trustees provide direction to staff.

Motion by _____ Seconded by _____

- 4. **RESOLUTION NO. 1314-31 - RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT REQUESTING THAT THE CITY COUNCIL FOR THE CITY OF SAN JUAN CAPISTRANO DENY THE PROJECT REFERRED TO AS THE RANCHO SAN JUAN APARTMENTS, BASED ON THE UNMITIGATED IMPACTS IDENTIFIED WITHIN THE CITY'S ENVIRONMENTAL IMPACT REPORT, AND OTHER ADVERSE IMPACTS:**

DISCUSSION/
ACTION
Page 39
EXHIBIT 4

The purpose of Resolution No. 1314-31 is to express the District's support for the recommendation of the City of San Juan Capistrano's Planning Commission that the Final Environmental Impact Report (Final EIR), General Plan Amendment, Rezone Amendment, and Architectural Control, and Grading Plan Modification for the Rancho San Juan Hills Project (Project) be denied by the City Council. On September 10, 2013, the Planning Commission recommended the denial of the Project, due to identified unmitigated traffic impacts. The District had commented and appeared with respect to the Project raising similar issues, due to the impacts of those unmitigated traffic impacts on San Juan Hills High School. On or about January 21, 2014, the San Juan Capistrano City Council will consider the Project, after continuing the matter from its December 3, 2013, meeting. This Resolution will urge the City Council to deny the Project on the same grounds recommended by the Planning Commission.

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 Resolution No.1314-31, Resolution of the Board of Trustees of the Capistrano Unified School District Requesting that the City Council for the City of San Juan Capistrano Deny the Project Referred to as the Rancho San Juan Apartments Based on the Unmitigated Impacts Identified Within the City's Environmental Impact Report, and Other Adverse Impacts.

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Leilah Rodriguez____

Trustee Addonizio_____

Trustee Alpay _____

Trustee Bryson _____

Trustee Hanacek_____

Trustee Hatton _____

Trustee Pritchard _____

Trustee Reardon_____

5. TEAMSTERS CONTRACT REOPENER PROPOSAL, 2014-2015 SCHOOL YEAR:

DISCUSSION/
ACTION
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EXHIBIT 5

The current collective bargaining agreement between the District and Teamsters Local 952 expires on June 30, 2014. On December 17, 2013, Teamsters presented the District with the association's reopener proposal. Board Policy 4143.1, Public Notice-Issues of Meeting and Negotiations describes the steps to be taken by the Board and its authorized representatives in order to enter into a new agreement with an exclusive bargaining unit. The District anticipates presenting its reopener proposal at the February 12, 2014, Board meeting.

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 accept receipt of the Teamsters contract reopener proposal.

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

6. SCHOOL BOARD MINUTES:

Approval of the minutes of the December 11, 2013, regular Board meeting.

Contact: Jane Boos, Manager, Board Office Operations

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EXHIBIT 6

7. RESOLUTION CONCERNING THE ABSENCE OF A TRUSTEE DUE TO ILLNESS:

Approval to pay Trustee Bryson for missing the December 11, 2013, Board meeting due to illness. Board Policy 9250(a) indicates Trustees may be paid for up to two missed meetings when the Board finds by resolution that they were absent because of illness.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Joseph M. Farley, Superintendent

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EXHIBIT 7

CURRICULUM & INSTRUCTION

8. PETITION TO WAIVE CALIFORNIA HIGH SCHOOL EXIT EXAM:

Approval to waive California Education Code §60851(c) and Board Policy 6162.52 for one student who has completed all requirements for passing the California High School Exit Examination (CAHSEE) subtest in Mathematics and/or English/Language Arts, case number 1314-008. 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 is provided to Trustees under separate cover to protect the student's rights under the Family Educational Rights and Privacy Act. There is no financial impact.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Michelle Le Patner, Assistant Superintendent, Education Services, Secondary

9. PROGRAM IMPROVEMENT YEAR 3 LOCAL EDUCATIONAL AGENCY PLAN:

Approval of the revised Program Improvement Year 3 Local Educational Agency (LEA) Plan. In March 2013 the District submitted the Program Improvement (PI) Year 3 LEA Plan to the California Department of Education (CDE) for review. Based on the State Board of Education rubric, CDE readers requested additional information on the strategies and actions to support the specific needs of students with disabilities in the standards-based, standards-aligned instructional program. Staff updated the PI Year 3 LEA Plan to include this information. Due to the size of the document, the plan 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, Elementary

10. PADRES PROMOTORES MEMORANDUM OF UNDERSTANDING:

Approval of the Padres Promotores Memorandum of Understanding (MOU). This item presents an MOU between University of California, Irvine (UCI) and the District. The District and UCI collaboratively developed Padres Promotores, a parent education program. Padres Promotores training will be held at Kinoshita Elementary School. This MOU addresses the agreement to provide facilities, custodial services, and childcare and outlines UCI's compensation to parent coordinators and parent educators.

CUSD Strategic Plan Pillar 1: Community Relations

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary

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EXHIBIT 10

11. STUDENT TEACHING AGREEMENT – UNIVERSITY OF OREGON:

Approval of student teaching agreement with University of Oregon. During the school year, master teachers are selected to work with student teachers to fulfill the requirements for student teaching at various institutes of higher education. Student teaching is the fieldwork experience necessary to earn a teaching credential.

CUSD Strategic Plan Pillar 1: Community Relations

Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary

Page 59

EXHIBIT 11

BUSINESS & SUPPORT SERVICES

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

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 \$2,199,363.71 and the commercial warrants total \$6,282,313.95. 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

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EXHIBIT 12

13. DONATION OF FUNDS AND EQUIPMENT:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$423,072.40 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

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EXHIBIT 13

14. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:

Page 109
EXHIBIT 14

Approval of the District standardized Independent Contractor, Professional Services, Master Contract, and Field Service 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 two new agreements totaling \$4,500, six new agreement ratifications totaling \$103,191.35, three extensions to existing agreements totaling \$14,950, one ratified extension to an existing agreement totaling \$10,000, and three ratified amendments to existing agreements totaling \$177,000. 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 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

15. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENTS:

Approval of the ratification of special education Informal Dispute Resolution Agreement Case #080813, Case #081213, Case #091613, Case #101813, and Case #112113. 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

16. SPECIAL EDUCATION SETTLEMENT AGREEMENT:

Approval of the ratification of special education Settlement Agreement Case #2013071047. 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

17. AWARD BID NO. 1314-18, ELECTRICAL SERVICE, GILBERT & STEARNS, INCORPORATED:

Page 193
EXHIBIT 17

Approval of Award of Bid No. 1314-18, Electrical Service to Gilbert & Stearns, Incorporated. Fourteen contractors registered and downloaded documents; four bids were received and opened on December 12, 2013. Gilbert & Stearns is the lowest responsive, responsible bidder. The term of the base contract is January 9, 2014, through December 31, 2014, with two one-year renewal terms at the option of the Board of Trustees. Annual expenditures utilizing this contract are estimated to be \$75,000, funded by deferred maintenance funds, routine restricted maintenance funds, modernization funds, and site funds.

CUSD Strategic Plan Pillar 5: Effective Operations

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

18. ~~PEARSON VUE AUTHORIZED CENTER AGREEMENT:~~

Page 207
EXHIBIT 18

~~Approval of the Pearson VUE Authorized Center Agreement. This agreement allows the Capistrano Adult School to provide facilities for the electronic delivery of the General Educational Development (GED) test and will designate the Capistrano Adult School as an authorized GED computer based testing center. This new form of testing will begin January 2014 and is mandated by the California Department of Education. There is no financial impact with this agreement, and Pearson VUE will pay the District a minimal fee for administering the test.~~

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

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

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19. AMENDMENT TO AGREEMENT BID NO. 1112-04, OUTSOURCE TRANSPORTATION SERVICE, AMERICAN LOGISTICS COMPANY, LLC:

Page 225
EXHIBIT 19

Approval of the Amendment to Agreement Bid No. 1112-04 for transportation services with American Logistics Company, LLC increasing the not-to-exceed amount to \$210,000 for additional services, as requested by the District. This contract will reduce the impact to the general fund in cases of difficult-to-route students and will be funded as part of the Transportation budget.

CUSD Strategic Plan Pillar 5: Effective Operations

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

20. AMENDMENT TO THE AGREEMENT ARCHITECTURAL SERVICES – WLC ARCHITECTS INCORPORATED:

Page 239
EXHIBIT 20

Approval of the Amendment to the Agreement Architectural Services with WLC Architects (WLC) for the construction of the lunch pavilions at Capistrano Valley High School. The amendment changes the bid number on the contract due to cancellation and adds funds for additional services required during the construction phase of the project. WLC will provide construction management services at the cost of \$58,000, bringing the total cost for services related to this project to \$178,000, funded from CFD No. 87-1.

CUSD Strategic Plan Pillar 5: Effective Operations

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

21. ADVERTISE BID NO. 1314-17, MILK AND DAIRY PRODUCTS:

Approval to advertise for Bid No. 1314-17 to provide milk and dairy products as requested by the District. This bid process provides the District an essential tool for purchasing with an approved vendor to supply quality products using contract prices for a twelve-month period. The formal bid process allows the District to secure the lowest prices and enter into an annual contract with a vendor that meets all of the legal requirements to enable the purchasing process to be completed in a timely manner. Annual expenditures utilizing this contract are not-to-exceed \$700,000, funded by Food and Nutrition Services. Due to the size of the bid package, the documents 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

22. ADVERTISE BID NO. 1314-19, ROOF REPAIRS AND MAINTENANCE DISTRICTWIDE:

Approval to advertise Bid No. 1314-19 to provide roof repairs and maintenance as requested by the District. This bid process provides the District an essential tool for purchasing with an approved vendor to supply quality products and services using contract prices for a twelve-month period. The formal bid process allows the District to secure the lowest prices and enter into an annual contract with a vendor that meet all of the legal requirements enabling the services to be completed in a timely manner. Annual expenditures utilizing this contract are not-to-exceed \$750,000, funded by deferred maintenance funds, routine restricted maintenance funds, modernization funds, and site funds. Due to the size of the bid package, the documents 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

23. ADVERTISE BID NO. 1314-20, FENCE REPAIRS AND MAINTENANCE DISTRICTWIDE:

Approval to advertise Bid No. 1314-20 to provide fence repairs and maintenance as requested by the District. This bid process provides the District an essential tool for purchasing with an approved vendor to supply quality products and services using contract prices for a twelve-month period. The formal bid process allows the District to secure the lowest prices and enter into annual contracts with a vendor that meets all of the legal requirements enabling the services to be completed in a timely manner. Annual expenditures utilizing this contract are not-to-exceed \$150,000, funded by deferred maintenance funds, routine restricted maintenance funds, modernization funds, and site funds. Due to the size of the bid package, the documents 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

24. ADVERTISE BID NO. 1314-21, PAINTING SERVICES DISTRICTWIDE:

Approval to advertise Bid No. 1314-21 to provide painting services as requested by the District. This bid process provides the District an essential tool for purchasing with an approved vendor to supply quality products and services using contract prices for a twelve-month period. The formal bid process allows the District to secure the lowest prices and enter into an annual contract with a vendor that meets all of the legal requirements enabling the services to be completed in a timely manner. Annual expenditures utilizing this contract are not-to-exceed \$250,000, funded by deferred maintenance funds, routine restricted maintenance funds, modernization funds, and site funds. Due to the size of the bid package, the documents 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

25. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:

Page 277
EXHIBIT 25

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

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

26. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:

Page 289
EXHIBIT 26

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

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

Motion by _____ Seconded by _____
ROLL CALL:
Student Advisor Leilah Rodriguez ____
Trustee Addonizio _____ Trustee Hatton _____
Trustee Bryson _____ Trustee Pritchard _____
Trustee Hanacek _____ 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, JANUARY 22, 2014, 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.