

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

BOARD OF TRUSTEES  
Regular Meeting

June 11, 2014

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. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**  
Supervisor IV, Transportation Operations  
(Pursuant to Government Code §54957)

**EXHIBIT 3A**

**B. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**  
Superintendent  
(Pursuant to Government Code §54957)

**C. CONFERENCE WITH LABOR NEGOTIATORS**  
Dr. Joseph M. Farley/Jodee Brentlinger/Clark Hampton/Jon Pearle  
Employee Organizations:  
1) Capistrano Unified Education Association (CUEA)  
2) California School Employees Association (CSEA)  
3) Teamsters  
4) Unrepresented Employees (CUMA)  
(Pursuant to Government Code §54957.6)

**PUBLIC HEARINGS:**

**Agenda Item #1 – Local Control Accountability Plan Update**

**Agenda Item #3 – 2014-2015 Proposed Budget Adoption**

**Agenda Item #5 – Special Education Local Plan Area Annual Service Plan and Annual Budget Plan**

**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**

*David Armitage, Marcos Gutierrez, Colleen Lamb, Karen Walker, Donna Yount, and Stephanie Zenisek – 2014 Classified Employees of the Year  
Elisa Slee – Science Education Contributions*

**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: LOCAL CONTROL ACCOUNTABILITY PLAN UPDATE:** INFORMATION/  
DISCUSSION

The Board will conduct a public hearing on the Local Control Accountability Plan. Supporting information is located in Exhibit 2.

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

***Contacts: Julie Hatchel, Assistant Superintendent, Education Services, Elementary  
Michelle Le Patner, Assistant Superintendent, Education Services, Secondary***

**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.

**2. LOCAL CONTROL ACCOUNTABILITY PLAN UPDATE:** INFORMATION/  
DISCUSSION  
Page 1  
**EXHIBIT 2**

In June 2013, the Legislature adopted a new funding system for schools in California known as the Local Control Funding Formula (LCFF). The purpose of the new funding formula was to give districts more local control over how funds are spent. As part of LCFF, the Legislature included an accountability component known as the Local Control and Accountability Plan (LCAP). In developing its LCAP, districts must address eight state priorities and solicit input and consult with stakeholders. As part of the process, each district is required to hold one public hearing to solicit the recommendations and comments of the members of the public regarding the specific actions and expenditures proposed. The LCAP and final 2014-2015 budget will be presented for Board action at the June 25 Board meeting.

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

***Contacts: Julie Hatchel, Assistant Superintendent, Education Services, Elementary  
Michelle Le Patner, Assistant Superintendent, Education Services, Secondary***

Staff Recommendation

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, Elementary, and Michelle Le Patner, Assistant Superintendent, Education Services, Secondary, 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.

**3. PUBLIC HEARING: 2014-2015 PROPOSED BUDGET ADOPTION:**

The Board will conduct a public hearing on the 2014-2015 Budget Adoption. Supporting documentation is located in Exhibit 4.

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

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

INFORMATION/  
DISCUSSION

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.

**4. 2014-2015 PROPOSED BUDGET ADOPTION:**

The District is required by law to adopt a budget for the 2014-2015 fiscal year no later than June 30, 2014, for enactment on July 1, 2014. The budget for 2014-2015 will be based upon revenue assumptions outlined within the Governor's May Revise, as well as District-specific assumptions for revenue and expenditures and incorporate expenditures listed in the District's Local Control Accountability Plan (LCAP).

This item is a preliminary look at the general fund 2014-2015 budget and the 2013-2014 estimated actuals budget. The budget reflects information outlined in the Governor's May Revise and recommendations given by the Orange County Department of Education along with the District LCAP. The final 2014-2015 budget will be presented for Board action at the June 25 meeting.

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

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

INFORMATION/  
DISCUSSION  
Page 25  
**EXHIBIT 4**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, who will provide information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

**5. PUBLIC HEARING: SPECIAL EDUCATION LOCAL PLAN AREA ANNUAL SERVICE PLAN AND ANNUAL BUDGET PLAN:**

The Board will conduct a public hearing on the Special Education Local Plan Area Annual Service Plan and Annual Budget Plan. Supporting information is located in Exhibit 6.

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

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

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.

**6. SPECIAL EDUCATION LOCAL PLAN AREA ANNUAL SERVICE PLAN AND ANNUAL BUDGET PLAN:**

DISCUSSION/  
ACTION  
Page 47  
**EXHIBIT 6**

Each Special Education Local Plan Area is required to submit an Annual Service Plan and Annual Budget Plan. The plans are required to be adopted at a public hearing. The Annual Service Plan must identify the Individualized Education Program services the district intends to provide at school locations within the district and at other public and private locations. The Annual Service Plan also requires adoption of the California State Management Information System number codes to represent services such as 330 for specialized academic instruction and 415 for language and speech services. The Annual Budget Plan is required to identify expenditures in specific categories as determined by the California Department of Education.

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

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

Staff Recommendation

It is recommended the Board President recognize Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations, to present this item.

Following discussion, it is recommended the Board of Trustees approve the 2014-2015 Annual Service Plan and Annual Budget Plan.

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

**DISCUSSION/ACTION ITEMS**

**7. SMARTER BALANCED ASSESSMENT CONSORTIUM FIELD TEST UPDATE:**

INFORMATION/  
DISCUSSION  
Page 69  
**EXHIBIT 7**

Throughout Spring 2014, District students in grades three through eight and grade eleven participated in the Smarter Balanced Assessment Consortium (SBAC) computerized field test. Assessments tested students' mastery of the Common Core State Standards in mathematics and/or English-Language Arts. This item presents a summary of the program.

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

***Contacts: Michelle Le Patner, Assistant Superintendent, Education Services, Secondary***

Staff Recommendation

It is recommended the Board President recognize Michelle Le Patner, Assistant Superintendent, Education Services, Secondary, 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.

**8. CHROMEBOOK PILOT PROGRAM UPDATE:**

DISCUSSION/  
ACTION  
Page 73  
**EXHIBIT 8**

The District piloted Chromebooks and Google Apps for Education in six schools starting in February 2014. Nearly 1,000 students and 28 teachers participated in the program. The purpose of the program was to evaluate technology and resources to assist schools with the task of preparing teachers and students in implementing Common Core State Standards, as well as develop the necessary technology literacy skills for the mastery of content and preparation for performance on the Smarter Balanced Assessment. This item presents an update on the program including feedback from parents, students, and staff on the impact of the program, as well as presents potential next steps for expanding the program to additional grade levels in the coming school years with allocated Common Core funding. Due to the success of the program, staff requests approval to advertise a Chromebook bid to potentially purchase up to 5,000 additional devices to support Smarter Balanced Assessments in the upcoming school year.

***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 provide staff with direction on expanding the Chromebook program and approve to advertise for bid.

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

**9. STEM IMPLEMENTATION UPDATE:**

STEM is an acronym that represents the integration of Science, Technology, Engineering, and Math within K-12 schools. In contrast to the traditional model in which these areas were taught in isolation, STEM education promotes critical thinking and problem solving encompassing all areas of real-world situations. As a K-12 initiative, STEM education is considered crucial to the preparation of students for our nation’s current and future workplace. During the last few years, the District has engaged in a number of efforts to facilitate the implementation of STEM education. As a result, the District is now providing STEM education to students across a greater number of classrooms in grades K-12. This item will update Trustees of the progress made in these efforts, including: the implementation of hands-on, inquiry-based science; targeted professional development; and the design of specific instruction that integrates STEM principles and content.

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

***Contacts: Julie Hatchel, Assistant Superintendent, Education Services, Elementary  
Michelle Le Patner, Assistant Superintendent, Education Services, Secondary***

INFORMATION/  
DISCUSSION

Staff Recommendation

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, Elementary, and Michelle Le Patner, Assistant Superintendent, Education Services, Secondary, 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.

**10. RESOLUTION NO. 1314-52, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT DECLARING ITS INTENT TO GRANT EASEMENTS AND RIGHTS OF WAY TO SAN DIEGO GAS & ELECTRIC COMPANY AND COX COMMUNICATIONS CALIFORNIA, LLC AND TAKING ACTIONS RELATED THERETO:**

The Board of Trustees is considering granting easements and rights of way to San Diego Gas & Electric Company (SDG&E) and Cox Communications California, LLC (Cox) of certain portions of property owned by the District located at 31422 Camino Capistrano pursuant to Education Code §17556 *et seq.* in order for SDG&E to erect, construct, reconstruct, replace, repair, maintain, and use guy poles and/or anchors together with connecting wires relating to an existing guy pole located on property belonging to the City of San Juan Capistrano and in order for Cox to construct, place, operate, repair, inspect, maintain, replace, and remove such aerial telecommunications facilities together with a right of ingress and egress and across certain portions of the District property located at 31422 Camino Capistrano.

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

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

DISCUSSION/  
ACTION  
Page 87  
EXHIBIT 10

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. 1314-52, Resolution of the Board of Trustees of the Capistrano Unified School District Declaring its Intent to Grant Easements and Rights of Way to San Diego Gas & Electric Company and Cox Communications California, LLC and Taking Actions Related Thereto.

Motion by _____	Seconded by _____
ROLL CALL:	
Student Advisor Leilah Rodriguez ____	
Trustee Addonizio _____	Trustee Hatton-Hodson _____
Trustee Bryson _____	Trustee Pritchard _____
Trustee Hanacek _____	Trustee Reardon _____
	Trustee Alpay _____

**11. RESOLUTION NO. 1314-53, APPROVAL OF GLOBAL POSITIONING SYSTEM REQUEST FOR PROPOSALS PROCESS:**

DISCUSSION/  
ACTION  
Page 101  
**EXHIBIT 11**

Resolution No. 1314-53 authorizes the District to utilize the Request for Proposals (RFP) process to acquire technology, telecommunications, related equipment, software, and services taking into account specific requirements and evaluation criteria in addition to cost as allowed by Public Contract Code §20118.2. The District is seeking to purchase a Global Positioning System (GPS) for buses to locate and track vehicles in real time; provide real-time metrics such as speed, distance, acceleration rates, braking rates, route information, arrival and departure times, load and unload locations, paperless inspection verification and maintenance; and promote driver accountability and safety. The GPS would also allow for monitoring student ridership. Given the specialized and critical nature of the global positioning system, the District is requesting Board approval to publish an RFP with the following evaluation components (a) Price – 30 percent, (b) System Functionality – 20 percent, (c) Alert Messaging Functionality – 15 percent, (d) Purchase Incentives – 15 percent, (e) Implementation and Support Plan – 10 percent, and (f) Company References – 10 percent. The recommendation for award and agreement would be brought back to the Board of Trustees after the selection process concludes.

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

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Resolution No. 1314-53, Approval of Global Positioning System Request for Proposals Process.

Motion by _____	Seconded by _____
ROLL CALL:	
Student Advisor Leilah Rodriguez ____	
Trustee Addonizio _____	Trustee Hatton-Hodson _____
Trustee Bryson _____	Trustee Pritchard _____
Trustee Hanacek _____	Trustee Reardon _____
	Trustee Alpay _____

12. **RESOLUTION NO. 1314-54, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT APPROVING A PARKING AND ACCESS LICENSE AGREEMENT BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND MARBLEHEAD DEVELOPMENT PARTNERS LLC, APPROVING A CONSTRUCTION LICENSE AGREEMENT, MAKING CERTAIN DETERMINATIONS AND TAKING RELATED ACTIONS:**

DISCUSSION/  
ACTION  
Page 103  
EXHIBIT 12

The District owns certain property located in the City of San Clemente, California (City), known as Shorecliffs Middle School (District Property). Located on the District Property is a parking lot. Marblehead Development Partners LLC (Developer) is the current owner of property located in the City (Developer Property), portions of which are adjacent to the District Property. Located on Developer Property are a parking lot and private access roads. The proposed Parking and Access License Agreement grants the District and members of the public rights of ingress and egress over the private street access and parking lot located on Developer Property and allows the District and members of the general public to park on the Developer Parking Lot, and further described therein. Additionally, the Developer will perform certain required Improvements, as defined in the Construction License Agreement, at no cost to the District. Some of those Improvements are located on the District Property. Therefore, in order for the Developer to perform and complete such Improvements on both their property and the District Property, it is necessary to access and cross the District Property. The Construction License Agreement is intended to grant certain rights of egress and ingress access to and onto the District Property.

***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. 1314-54, Resolution of the Board of Trustees of the Capistrano Unified School District Approving a Parking and Access License Agreement between Capistrano Unified School District and Marblehead Development Partners LLC, Approving a Construction License Agreement, Making Certain Determinations and Taking Related Actions.

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

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

**ROLL CALL:**

Student Advisor Leilah Rodriguez \_\_\_\_

Trustee Addonizio \_\_\_\_\_

Trustee Bryson \_\_\_\_\_

Trustee Hanacek \_\_\_\_\_

Trustee Hatton-Hodson \_\_\_\_\_

Trustee Pritchard \_\_\_\_\_

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

13. **SCHOOL BOARD MINUTES:**  
Approval of the minutes of the May 18, 2014, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*

Page 149  
**EXHIBIT 13**

14. **SCHOOL BOARD MINUTES:**  
Approval of the minutes of the May 28, 2014, regular Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*

Page 151  
**EXHIBIT 14**

## CURRICULUM & INSTRUCTION

15. **PETITION TO WAIVE CALIFORNIA HIGH SCHOOL EXIT EXAM:**  
Approval to waive California Education Code §60851(c) and Board Policy 6162.52 for four 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 1314-027 through 1314-031. 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*

16. **MEMBERS OF THE SPECIAL EDUCATION LOCAL PLAN AREA COMMUNITY ADVISORY COMMITTEE:**  
Approval of the appointment of candidates to serve as Community Advisory Committee (CAC) voting members for the 2014-2015 and 2015-2016 school years. In accordance with California Education Code §56190, each Special Education Local Plan Area (SELPA) shall establish a CAC with parents of special education students forming the majority. Based on the bylaws of the SELPA, a committee of voting members is established annually, comprised of District parents, teachers, administrators, and community representatives who serve District students. The term of appointment for voting members is two years, staggered annually. This agenda item requests Board approval to appoint Mandi San Miguel and Beth Anne Young as community representative CAC voting members for the 2014-2015 and 2015-2016 school years. There is no financial impact.  
*CUSD Strategic Plan Pillar 1: Community Relations*  
*Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations*

17. **MEMORANDUM OF UNDERSTANDING WITH THE SCHOOL MOBILE ASSESSMENT RESOURCE TEAM:**  
Approval of the Memorandum of Understanding with the School Mobile Assessment Resource Team (SMART), for five years from July 1, 2014, through June 30, 2019. Since July 2001, SMART has provided the District with a rapid response law enforcement team to investigate suspected threats on our students and campuses. The idea behind SMART is to be proactive rather than reactive in addressing potentially dangerous situations. Its willingness to conduct threat assessments has been highly effective and has resulted in appropriate responses by both the school and law enforcement thus creating a public trust of both organizations amongst parents. SMART extends the capacities of a school to more effectively deal with a suspected threat by handling off the investigation to our law enforcement partners at the appropriate time. Calls for service from SMART have gradually reduced on our campuses because of their effectiveness. There is no fiscal impact.  
*CUSD Strategic Plan Pillar 2: Safe and Healthy Schools*  
*Contact: Michelle Le Patner, Assistant Superintendent, Education Services, Secondary*

Page 159  
**EXHIBIT 17**



**BUSINESS & SUPPORT SERVICES**

- 18. PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 169  
**EXHIBIT 18**  
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 \$734,808.78 and the commercial warrants total \$6,464,047.81. 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*
- 19. DONATION OF FUNDS AND EQUIPMENT:** Page 199  
**EXHIBIT 19**  
Approval of donations of funds and equipment. A number of gifts have been donated to the District, \$107,090.92 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*
- 20. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:** Page 201  
**EXHIBIT 20**  
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 33 new Agreements totaling \$5,153,091.24, 40 extensions to existing Agreements totaling \$1,440,000, and two ratifications of amendments to existing Agreements totaling \$51,780. 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 and 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*
- 21. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENT:**  
Approval of the ratification of special education Informal Dispute Resolution Agreement Case #024214. Due to the confidential nature of the Agreement, supporting information is provided to Trustees under separate cover. There is no financial impact.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations*
- 22. STATEMENT OF WORK AND ONE-YEAR LICENSE AGREEMENT – MRC SQUARED, LLC:** Page 633  
**EXHIBIT 22**  
Approval of Statement of Work and One-Year License Agreement with MRC Squared, LLC, to deliver and facilitate a customized web-based training program to help prevent employee sexual misconduct. The total contract price is \$26,546.80, funded by the ASCIP Safety Credit Program and the general fund.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

**23. STATEMENT OF WORK AND LICENSE AGREEMENT – MRC SQUARED, LLC:**

Page 643  
**EXHIBIT 23**

Approval of Statement of Work and License Agreement with MRC Squared, LLC, for a customized Learning Management System. The hosting service for MRC Squared provides the hardware, software, and Internet bandwidth necessary for the District to deliver e-learning courses to District users. The total contract price is \$7,000, which includes the Learning Management System and year one hosting and support, funded by the general fund.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**24. AWARD REQUEST FOR PROPOSAL NO. 7-1314, PHOTOGRAPHY SERVICES, CREATIVE IMAGES, LIFETOUCH NATIONAL SCHOOL STUDIOS, SIMONSON PHOTOGRAPHY, INCORPORATED, AND SOUTH COAST PHOTOGRAPHIC:**

Approval of the award of Request for Proposal No. 7-1314, Photography Services to Creative Images, Lifetouch National School Studios, Simonson Photography, and South Coast Photographic. The District received seven proposals. The vendors were selected based on the company's experience, ability to provide quality-photography services, managerial capabilities, and qualifications of staff. The terms and conditions of the contract are still being negotiated. Once the contract has been finalized, it will be submitted to the Board for approval. Services under this contract are funded by the students, parents, and other groups with no impact on the general fund. The proposals, evaluation criteria, and rating sheets are available in the Purchasing Department for review. For more information, please contact Terry Fluent, Director, Purchasing, at (949) 234-9436.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**25. AWARD BID NO. 1415-02, OUTSOURCE TRANSPORTATION SERVICE, AMERICAN LOGISTICS COMPANY, LLC:**

Page 663  
**EXHIBIT 25**

Approval of Award of Bid No. 1415-02, Outsource Transportation Service to American Logistics Company, LLC. Nine vendors registered and downloaded documents; one bid was received and opened on May 6, 2014. American Logistics Company is the lowest responsive, responsible bidder. The term of the base contract is July 1, 2014, through June 30, 2015, with two one-year renewal terms at the option of the Board of Trustees. This contract provides special education transportation for those students who require transportation as determined by their Individualized Education Program. Additionally, special transportation arrangements may be required for individual regular education students due to unusual circumstances. Occasionally, due to the specific needs of a student, the District's Transportation Department does not have a bus available to transport a specific student to the needed location. This contract provides the additional and appropriate resources to meet the student's transportation needs in an efficient and cost-effective manner. Annual expenditures utilizing this contract are estimated to be \$200,000, funded by special education transportation and general funds.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

26. **AWARD BID NO. 1415-03, ELECTRICAL SUPPLIES AND MATERIALS, CED, INCORPORATED:** Page 671  
**EXHIBIT 26**  
Approval of Award of Bid No. 1415-03, Electrical Supplies and Materials to CED, Incorporated. Nine vendors registered and downloaded documents; one bid was received and opened on May 7, 2014. CED, Incorporated, is the lowest responsive, responsible bidder. The term of the base contract is July 1, 2014, through June 30, 2015, with two one-year renewal terms at the option of the Board of Trustees. Annual expenditures utilizing this contract are estimated to be \$125,000, funded by deferred maintenance, routine restricted maintenance, modernization, and site funds.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
27. **AWARD BID NO. 1415-04, GENERAL CONTRACTOR SERVICES, AJ FISTES CORPORATON:** Page 679  
**EXHIBIT 27**  
Approval of Award of Bid No. 1415-04, General Contractor Services to AJ Fistes Corporation. Fourteen contractors registered and downloaded documents; two bids were received and opened on May 7, 2014. AJ Fistes Corporation is the lowest responsive, responsible bidder. The term of the base contract is July 1, 2014, through June 30, 2015, with two one-year renewal terms at the option of the Board of Trustees. Annual expenditures utilizing this contract are estimated to be \$250,000, funded by deferred maintenance, routine restricted maintenance, modernization, and site funds.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
28. **AMENDMENT ONE TO CLIENT AGREEMENT FOR APEX LEARNING DIGITAL CURRICULUM SOLUTIONS, RFP NO. 6-1314, CREDIT RECOVERY SERVICES, APEX LEARNING, INCORPORATED:** Page 695  
**EXHIBIT 28**  
Approval of Amendment One to Client Agreement for Apex Learning Digital Curriculum Solutions for credit recovery services provided by Apex Learning, Incorporated. This contract shall be amended to modify the Agreement term, provide access to Apex curriculum, and align payment schedule with the school year. The total expenditure under this contract will be \$121,000 annually, funded from Adult Education Tier III funds. The contract term is June 23, 2014, through June 30, 2018.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
29. **AMENDMENT TO USE OF FACILITIES LEASE AGREEMENT FOR 2014-2015, COMMUNITY ROOTS ACADEMY:** Page 707  
**EXHIBIT 29**  
Approval of the Amendment to the Use of Facilities Lease Agreement for 2014-2015 with Community Roots Academy at Wood Canyon Elementary School. Renewal of this Agreement allows the continued use of 16 existing classrooms on the school campus and ancillary facilities. Terms of this Agreement include a one-year extension from July 1, 2014, to June 30, 2015, and the amended Agreement allows access to additional space (rooms 5, 6, and 7). Each room is 960 square feet increasing the total leased square footage by 2,880 square feet. Lease payments will be based upon a rental rate of \$.70 cents per square foot of building area with a total of 18,240 square feet of space equating to \$12,768 per month for 12 months or \$153,216 per year. The proposed Agreement has been previously reviewed and approved by the District's legal counsel.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

- 30. AMENDMENT NO. 1 AND EXTENSION OF INDEPENDENT CONTRACTOR AGREEMENT FOR SPECIAL SERVICES FOR RFQ NO. 3-1314, MASS NOTIFICATION SYSTEM – RELIANCE COMMUNICATIONS, LLC:** Page 717  
**EXHIBIT 30**
- Approval of Amendment No. 1 and Extension of Independent Contractor Agreement for Special Services Agreement No. ICASS 1314071 with Reliance Communications, LLC. This Agreement provides software and support services related to the SchoolMessenger system for mass notifications selected through the Request for Qualifications process. The current cost of the mass notification system is \$1.35 per student. The District is adding the Custom Mobile Application at the cost of \$.25 cents per student or \$12,977 annually. The vendor has agreed to maintain the same pricing for fiscal year 2014-2015 as previously negotiated. Annual expenditures under this contract are not-to-exceed \$83,052.80, funded by the general fund.
- CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 31. EXTENSION OF CONSULTANT AGREEMENT FOR GENERAL LEGAL SERVICES - ATKINSON, ANDELSON, LOYA, RUUD, & ROMO:** Page 731  
**EXHIBIT 31**
- Approval of the Extension of Consultant Agreement No. C1011052 with Atkinson, Andelson, Loya, Ruud, & Romo to provide general legal services as requested by the District. The vendor has agreed to maintain the same pricing for fiscal year 2014-2015 as previously negotiated. Annual expenditures under this contract are limited to \$300,000, funded by the general fund.
- CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 32. EXTENSION OF CONSULTANT AGREEMENT FOR GENERAL LEGAL SERVICES - STUTZ, ARTIANO, SHINOFF, & HOLTZ, APC:** Page 755  
**EXHIBIT 32**
- Approval of the Extension of Consultant Agreement No. C1011064 with Stutz, Artiano, Shinoff, & Holtz, APC, to provide general legal services as requested by the District. The vendor has agreed to maintain the same pricing for fiscal year 2014-2015 as previously negotiated. Annual expenditures under this contract are limited to \$250,000, funded by the general fund.
- CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 33. EXTENSION OF AGREEMENT FOR BID NO. 1112-06, SERVICE TO COLLECT, RECYCLE, AND DISPOSE OF SOLID WASTE DISTRICTWIDE – CR&R INCORPORATED:** Page 775  
**EXHIBIT 33**
- Approval of Extension of Agreement Bid No. 1112-06 with CR&R, Incorporated, to provide service to collect, recycle, and dispose of solid waste for all sites within the District. The vendor has agreed to maintain the current pricing for the renewal period of July 1, 2014, through June 30, 2015. Annual expenditures under this contract are limited to \$200,000, funded by the general fund.
- CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 34. EXTENSION OF AGREEMENT FOR BID NO. 1213-01, PLUMBING SERVICE – PACIFIC PLUMBING COMPANY OF SANTA ANA:** Page 799  
**EXHIBIT 34**
- Approval of the Extension of Agreement Bid. No. 1213-01 with Pacific Plumbing Company of Santa Ana to provide emergency plumbing services for all sites within the District. The vendor has agreed to maintain the current pricing for the renewal period of July 1, 2014, through June 30, 2015. Annual expenditures under this contract are limited to \$300,000, funded by deferred maintenance and routine restricted maintenance accounts.
- CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

**35. EXTENSION OF AGREEMENT FOR BID NO. 1213-02, WEED ABATEMENT – E. STEWART AND ASSOCIATES, INCORPORATED:**

Page 811  
EXHIBIT 35

Approval of the Extension of Agreement for Bid No. 1213-02 with E. Stewart and Associates, Incorporated, to provide weed abatement services for all sites within the District. The vendor has agreed to maintain the current pricing for the renewal period of July 1, 2014, through June 30, 2015. Annual expenditures under this contract are limited to \$170,000, funded by deferred maintenance and routine restricted maintenance accounts.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**36. EXTENSION OF AGREEMENT FOR BID NO. 1314-03, ASPHALT PAVING, SEALCOATING, AND REPAIR – BEN’S ASPHALT, INCORPORATED:**

Page 833  
EXHIBIT 36

Approval of the Extension of Agreement Bid. No. 1314-03 with Ben’s Asphalt, Incorporated, to provide asphalt paving, sealcoating, and repair services for all sites within the District. The vendor has agreed to maintain the current pricing for the renewal period of July 1, 2014, through June 30, 2015. Annual expenditures under this contract are limited to \$850,000, funded by deferred maintenance and routine restricted maintenance accounts.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**37. ADVERTISE BID NO. 1415-11, PIZZA SERVICE:**

Approval to advertise Bid No. 1415-11 to provide pizza service as requested by the District. The formal bid process allows the District to secure the lowest possible prices and enter into an annual contract with a vendor that meets all of the legal requirements. This contract will enable District staff to procure pre-baked, ready-to-serve pizzas for delivery to secondary sites within the District. The total expenditures under this contract are estimated to be \$350,000 annually, 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*

**38. ADVERTISE REQUEST FOR PROPOSAL NO. 1-1415, GLOBAL POSITIONING SYSTEM:**

Approval to advertise for Request for Proposal (RFP) No. 1-1415 for a global positioning system (GPS). The District is seeking to purchase a GPS for buses to locate and track vehicles in real time; provide real-time metrics such as speed, distance, acceleration rates, braking rates, route information, arrival and departure times, load and unload locations, paperless inspection verification and maintenance; and promote driver accountability and safety. The GPS would also monitor student ridership. This RFP will provide a competitive process to solicit the most current and effective system available for use by the District. The total expenditures under this contract are estimated to be \$152,000. The ASCIP Risk Control Grant will fund \$60,000, and the balance will be funded from Medi-Cal funds. Due to the size of the contract, the RFP 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**

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

Page 851  
**EXHIBIT 39**

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*

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

Page 855  
**EXHIBIT 40**

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*

**41. AUTHORIZATION OF COACHES TO PROVIDE PHYSICAL EDUCATION CREDIT:**

Page 859  
**EXHIBIT 41**

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 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 all teachers who do not hold a PE 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. 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 Leilah Rodriguez \_\_\_\_

Trustee Addonizio \_\_\_\_\_

Trustee Bryson \_\_\_\_\_

Trustee Hanacek \_\_\_\_\_

Trustee Hatton-Hodson \_\_\_\_\_

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, JUNE 25, 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](http://www.capousd.org)

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

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

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

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

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

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

**ITEMS ON THE AGENDA.** Any person may address the Board concerning any item on the agenda and may, at the discretion of the Board, be granted three (3) minutes to make a presentation to the Board at the time a specific item is under discussion. However, the time assigned for individual presentations could be fewer than three (3) minutes depending upon the total number of speakers who wish to address a specific agenda topic. Prior to the opening of the meeting, a Request to Address the Board card (located in the foyer) should be completed and submitted to the Secretary of the Board. The total time devoted to presentations to the Board shall not exceed twenty (20) minutes, unless additional time is granted by the Board. All presentations shall be heard by the Board prior to the formal discussion of the agenda topic under consideration. Once an agenda item has been opened for public comment, no additional "Request to Address the Board of Trustees" cards shall be accepted for that topic.

**ORAL COMMUNICATIONS (Non-Agenda Items).** Citizens may address the Board on any item not appearing on the agenda. Individual presentations are limited to three (3) minutes per individual, with twenty (20) minutes in total being devoted for this purpose, but could be less if there are a large number of Oral Communication speakers. Legally, the Board may not take action on items raised by speakers under Oral Communications. However, at its discretion, the Board may refer items to the administration for follow-up or place topics on a future Board agenda.

**PUBLIC HEARINGS.** Anytime the Board schedules a separate public hearing on any given topic, it shall not hear speakers on that topic before the public hearing, except as to the scheduling of the hearing, nor shall it hear speakers after the hearing, except as to changes in the policy or recommended actions which are directed at the time of the hearing.

**CLOSED SESSION.** In accordance with Education Code §35146 and Government Code §54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting.

#### REASONABLE ACCOMMODATION

*In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Friday before the scheduled meeting. Such notification shall provide school district personnel time to make reasonable arrangements to assure accessibility to the meeting.*