

**REVISED**  
5-9-14

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

BOARD OF TRUSTEES  
Regular Meeting

May 14, 2014

Closed Session 5:30 p.m.  
Open Session 7:00 p.m.

**AGENDA**

**CLOSED SESSION AT 5:30 P.M.**

**1. CALL TO ORDER**

**2. CLOSED SESSION COMMENTS**

**3. CLOSED SESSION (as authorized by law)**

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION EXHIBIT 3A**

Dr. Joseph M. Farley/Jodee Brentlinger/Isabel C. Safie  
Significant Exposure to Litigation – One Case  
(Pursuant to Government Code §54956.9)

**B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION EXHIBIT 3B**

Number of Cases – One  
Office of Administrative Hearings  
Case Number 2014010758  
(Pursuant to Government Code §54956)

**C. CONFERENCE WITH LABOR NEGOTIATORS**

Dr. Joseph M. Farley/Jodee Brentlinger/Clark Hampton  
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)

**D. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**

Superintendent  
(Pursuant to Government Code §54957)

**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**

*Karen Gauthier, Yeon Choi, and Anthony Tubbs – CUSD Teachers of the Year  
Student Body President's Report – Adult Transition*

**BOARD AND SUPERINTENDENT COMMENTS**

**ORAL COMMUNICATIONS (Non-Agenda Items)**

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

**DISCUSSION/ACTION ITEMS**

**1. DISTRICT ENGLISH LEARNER ADVISORY COMMITTEE ANNUAL REPORT :** INFORMATION/  
DISCUSSION

California Education Code §52176 specifies that each California public school district, grades kindergarten through 12, with 51 or more English learners must form a District English Learner Advisory Committee (DELAC), who is responsible for advising the district's local governing board on programs and services for English learners. Parents or guardians of English learners not employed by the district must constitute a majority of membership of the committee. The DELAC is responsible for advising the district's local governing board on the development or revision of a district master plan of education programs and services for English learners, conducting a districtwide needs assessment on a school-by-school basis, and establishment of district programs, goals, and objectives for programs and services for English learners. The DELAC is also responsible for advising the local governing board on the development of a plan to ensure compliance with any applicable teacher and instructional aide requirements, administration of the annual language census, review and comment on the district's reclassification procedures, and review and comment on the written notifications required to be sent to parents and guardians. The DELAC is composed of a President, Vice President, Secretary, Parliamentarian, and one parent member from each school's English Learner Advisory Committee. English learner teacher advisors are encouraged to attend. This presentation will provide the DELAC highlights for 2013-2014, establish the DELAC goals for 2014-2015, and recommend English learner priorities for the District.

***CUSD Strategic Plan Pillar 1: Community Relations***

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

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

**Staff Recommendation**

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, Elementary, 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.

Page 1

**EXHIBIT 1**

**2. SELECTION OF A SCHOOL NAME FOR THE NEW K-8 CAMPUS IN RANCHO MISSION VIEJO:**

DISCUSSION/  
ACTION  
Page 5  
**EXHIBIT 2**

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. The exhibit to this item includes a summary of school names recommended to date for the campus.

***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 \_\_\_\_\_

**3. LOCAL CONTROL ACCOUNTABILITY PLAN UPDATE:**

INFORMATION/  
DISCUSSION  
Page 9  
**EXHIBIT 3**

This item presents an update on the District's draft Local Control Accountability Plan (LCAP). The LCAP is designed to be a planning and accountability tool for the District, with a focus on low-income students, English learners, and foster youth. The State Board of Education has created an LCAP template that all districts must use, with the following three sections: Stakeholder Engagement; Goals and Progress Indicators; and Actions, Services, and Expenditures. The District's draft LCAP has been prepared based on consultation with stakeholder groups.

***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.

**4. CONTINUUM OF OFFERINGS FOR DISTRICT IMMERSION PROGRAMS:**

INFORMATION/  
DISCUSSION  
Page 11  
**EXHIBIT 4**

The District currently offers four immersion programs, including three Two-Way Immersion Spanish programs (TWIS) and one Mandarin Immersion Program (MIP). The TWIS programs at San Juan and Las Palmas elementary schools have established a full continuum of learning from kindergarten through 12<sup>th</sup> grade. The District's newest programs at Viejo (TWIS) and Bergeson (MIP) Elementary Schools have not yet established a full continuum of learning through 12<sup>th</sup> grade, as students participating in these programs are still in their primary years of education. This item presents a staff recommendation to extend the learning continuums of the Viejo Elementary TWIS and Bergeson Elementary MIP programs through middle and high school.

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

Staff Recommendation

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, Elementary 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.

**5. TEAMSTERS CONTRACT REOPENER PROPOSAL FOR THE 2014-2015 SCHOOL YEAR:**

The current collective bargaining agreement between the District and Teamsters Local 952 expires on June 30, 2014. On January 8, 2014, the Teamsters proposal requested reopening Article 4: Grievance Procedures. On March 26, 2014, the District proposal reopened Article 18: Transportation Provisions. On April 29, 2014, Teamsters provided the District another reopener proposal to discuss Article 17: Discipline. 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.

*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 for the 2014-2015 school year.

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

**6. RESOLUTION NO. 1314-49, RESOLUTION AND ORDER OF BIENNIAL TRUSTEE ELECTION SPECIFICATIONS OF THE ELECTION ORDER:**

Adoption of Resolution No. 1314-49, pertaining to the election of Trustees to serve in Trustee Area 4 (Anna Bryson), Trustee Area 6 (Ellen Addonizio), and Trustee Area 7 (Lynn Hatton-Hodson) will consolidate the Trustee election with the federal, state, and municipal elections to be held on November 4, 2014. The financial impact for the election expenses will be included in the 2014-2015 budget.

*CUSD Strategic Plan Pillar 5: Effective Operations*

*Contact: Joseph M. Farley, Superintendent*

Staff Recommendation

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1314-49, Resolution and Order of Biennial Trustee Election and Specifications of the Election Order.

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 \_\_\_\_\_

DISCUSSION/  
ACTION  
Page 13  
**EXHIBIT 5**

DISCUSSION/  
ACTION  
Page 15  
**EXHIBIT 6**

## 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

7. **SCHOOL BOARD MINUTES:** Page 25  
**EXHIBIT 7**  
Approval of the minutes of the April 23, 2014, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*
  
8. **SCHOOL BOARD MINUTES:** Page 27  
**EXHIBIT 8**  
Approval of the minutes of the April 23, 2014, regular Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*
  
9. **SCHOOL BOARD MINUTES:** Page 39  
**EXHIBIT 9**  
Approval of the minutes of the April 25, 2014, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*
  
10. **SCHOOL BOARD MINUTES:** Page 41  
**EXHIBIT 10**  
Approval of the minutes of the April 28, 2014, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*
  
11. **SCHOOL BOARD MINUTES:** Page 43  
**EXHIBIT 11**  
Approval of the minutes of the April 29, 2014, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*
  
12. **SCHOOL BOARD MINUTES:** Page 45  
**EXHIBIT 12**  
Approval of the minutes of the May 1, 2014, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*
  
13. **RESOLUTION NO. 1314-47, CALIFORNIA DAY OF THE TEACHER:** Page 47  
**EXHIBIT 13**  
Approval of Resolution No. 1314-47, recognition of May 14, 2014, as "California Day of the Teacher." This resolution serves as official notice to all employees, as well as all citizens of the District, of the Board's recognition of the excellent service provided by its certificated staff. There is no financial impact.  
*CUSD Strategic Plan Pillar 1: Community Relations*  
*Contact: Stephen Nichols, Chief Communications Officer*
  
14. **RESOLUTION NO. 1314-48, CLASSIFIED SCHOOL EMPLOYEES WEEK:** Page 48  
**EXHIBIT 14**  
Approval of Resolution No. 1314-48, recognition of May 18-24, 2014, as "Classified School Employees Week." This resolution serves as official notice to all employees, as well as all citizens of the District, of the Board's recognition of the excellent service provided by its classified staff. There is no financial impact.  
*CUSD Strategic Plan Pillar 1: Community Relations*  
*Contact: Stephen Nichols, Chief Communications Officer*

## CURRICULUM & INSTRUCTION

15. **AMENDMENT TO AGREEMENT NO. FCI-SD-04 WITH CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY:** Page 51  
**EXHIBIT 15**  
Ratification of Amendment 03 to Agreement No. FCI-SD-04 with Children and Families Commission of Orange County. Amendment 03 awards an additional \$135,000 to the contractor to provide additional services for the Early Development Index Project from July 1, 2012, to June 30, 2014, pursuant to the terms and conditions of the original agreement. This agreement facilitates the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development as set forth in the California Children and Families Act of 1998.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary*
16. **RESOLUTION NO. 1314-46, ACCEPTANCE OF AGREEMENT FCI-SD-04 BETWEEN CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AND CAPISTRANO UNIFIED SCHOOL DISTRICT:** Page 65  
**EXHIBIT 16**  
Approval of Resolution No. 1314-46 will authorize the District to approve the Agreement FCI-SD-04 between Children and Families Commission of Orange County, with the California Department of Education, for the purpose of facilitating the creation and implementation of an integrated, comprehensive system of information and services to enhance optimal early childhood development as set forth in the California Children and families Act of 1998. Approval of the Agreement for the provision of services from Term 1 July, 1, 2011, through June 30, 2015, as identified in Amendment 03. The Children and Families Commission will provide the District the amount of \$581,550 for the provision of services.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary*
17. **MEMORANDUM OF UNDERSTANDING WITH BIG BROTHERS BIG SISTERS OF ORANGE COUNTY:** Page 67  
**EXHIBIT 17**  
Approval of the Memorandum of Understanding (MOU) with Big Brothers Big Sisters of Orange County. This item presents an MOU between Big Brothers Big Sisters of Orange County and the District. The Acknowledgement of Services outlines roles and responsibilities for the development and growth of the Big Brothers Big Sisters program at Kinoshita Elementary School, pairing a maximum of 20 elementary students with high school mentors for the 2014-2015 school year.  
*CUSD Strategic Plan Pillar 1: Community Relations*  
*Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary*
18. **MEMORANDUM OF UNDERSTANDING WITH ORANGE COUNTY QUALITYSTART OC:** Page 71  
**EXHIBIT 18**  
Approval of the Memorandum of Understanding with Orange County QualityStart OC, for 2013-2014 and 2014-2015. The purpose of QualityStart OC Quality Rating and Improvement System is to design and implement a comprehensive quality rating system, and to support defined elements of quality improvement in early childhood educational programs in Orange County. There is no financial impact.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary*

19. **MEMORANDUM OF UNDERSTANDING WITH SCHOOLS ON WHEELS, INCORPORATED:** Page 77  
**EXHIBIT 19**  
 Approval of the Memorandum of Understanding (MOU) with School on Wheels, Incorporated. This item presents an MOU between School on Wheels, Inc. and the District. School on Wheels, Inc. is a non-profit 501(c)(3) agency founded in 1993 by Agnes Stevens, a retired teacher. School on Wheels, Inc. volunteers enhance educational opportunities for K-12 students in homeless situations by providing one-on-one tutoring at a location convenient for the student. This MOU addresses the agreement to provide facilities.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
*Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary*
20. **STUDENT TEACHING AGREEMENT – BIOLA UNIVERSITY:** Page 79  
**EXHIBIT 20**  
 Approval of student teaching agreement with Biola University. 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*
21. **STUDENT TEACHING AGREEMENT – UNIVERSITY OF SOUTHERN CALIFORNIA:** Page 81  
**EXHIBIT 21**  
 Approval of student teaching agreement with University of Southern California. 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*
22. **STUDENT TEACHING AGREEMENT – CALIFORNIA STATE UNIVERSITY FULLERTON:** Page 87  
**EXHIBIT 22**  
 Approval of student teaching agreement with California State University, Fullerton. 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*
- BUSINESS & SUPPORT SERVICES**
23. **PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 91  
**EXHIBIT 23**  
 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 \$1,422,913.07 and the commercial warrants total \$8,698,640.69. 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*

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

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$152,918.71 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*

Page 129  
**EXHIBIT 24**

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

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 \$55,000, three new agreement ratifications totaling \$102,105, one extension to an existing agreement totaling \$30,000, one extension ratification to an existing agreement totaling \$114,225, and four amendment ratifications to an existing agreements totaling \$9,075.58. 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*

Page 131  
**EXHIBIT 25**

**26. SPECIAL EDUCATION SETTLEMENT AGREEMENT:**

Approval of the ratification of special education Settlement Agreement Case #2014030439. Due to the confidential nature of the agreement, supporting information is provided to Trustees under separate cover. Expenditures under this agreement are limited to \$21,740, funded by special education funds.

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

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

**27. RESOLUTION NO. 1314-45, TRANSITION PARTNERSHIP PROJECT INTERAGENCY AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF REHABILITATION:**

Approval of Resolution No. 1314-45, Transition Partnership Project Interagency Agreement with the California Department of Rehabilitation. This resolution authorizes staff to execute the Transition Partnership Project Interagency Agreement with the California Department of Rehabilitation. This Agreement provides funding to the District and the local Department of Rehabilitation office to transition students into competitive employment. Specifically, the funding provides for case management staff, pre-employment training, job placement, staff-development services, and clerical support. These services are conducted collaboratively between the District and the local Department of Rehabilitation office. In addition, the District will also receive the services of two state Department of Rehabilitation counselors to plan and coordinate the provision of support services. The District will receive a total of approximately \$746,322 per year. Due to the size of the document, a copy of the Agreement will be posted online on the District Board Agendas and Supporting Documentation page.

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

Page 205  
**EXHIBIT 27**



- 28. JOINT POWERS AGREEMENT – SUPPLEMENTAL LAW ENFORCEMENT SERVICES, COUNTY OF ORANGE:** Page 209  
**EXHIBIT 28**  
 Approval of a Joint Powers Agreement with County of Orange Sheriff-Coroner Department to provide supplemental law enforcement services, as needed by the District. This Agreement covers services for the period of July 1, 2014, through June 30, 2015. The contractor will provide services at the rates indicated in the Agreement, paid by the general fund and various site funds, depending on the services requested. Expenditures are limited to \$20,000.  
*CUSD Strategic Plan Pillar 2: Safe and Healthy Schools*  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 29. RATIFICATION OF INCOME AGREEMENT – ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 221  
**EXHIBIT 29**  
 Ratification of the Income Agreement No. 40371 with the Orange County Superintendent of Schools to provide the services of Joselyne Jaques for speech and language assessments and consultations for District students. The contractor will provide services at the rate of \$125 per hour, not-to-exceed \$9,000, for the period of January 28, 2014, through June 30, 2014, funded by special education.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 30. EXTENSION OF SOFTWARE LICENSE AND SUPPORT AGREEMENT FOR REQUEST FOR QUALIFICATIONS NO. 7-1011, STUDENT ASSESSMENT AND DATA ANALYSIS SYSTEM, ILLUMINATE EDUCATION, INCORPORATED:** Page 227  
**EXHIBIT 30**  
 Approval of the Extension of Software License and Support Agreement with Illuminate Education, Incorporated to provide a software system and support for data and assessment management. The vendor has agreed to maintain the same pricing structure negotiated through the Request for Qualification process. Annual expenditures under this contract are limited to \$204,000, funded by Microsoft Voucher funds.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 31. EXTENSION OF AGREEMENT JUVENILE COURT WORK PROGRAM SERVICES – COUNTY OF ORANGE:** Page 241  
**EXHIBIT 31**  
 Approval of the extension of the Agreement for Juvenile Court Work Program Services with the County of Orange to provide weed abatement services on District slopes and grounds. The services are performed by juvenile probationers under the administration of the County of Orange Chief Probation Officer. The contractor will provide services at the rates indicated in the agreement, paid from the general fund. Expenditures are limited to \$20,000.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
- 32. AMENDMENT TO AGREEMENT BID NO. 1314-21, PAINTING SERVICES, J. L. COBB COMPANY:** Page 257  
**EXHIBIT 32**  
 Approval of the Amendment to Agreement Bid No. 1314-21 for painting services provided by J. L. Cobb Co. This contract shall be amended reducing the Faithful Performance Bond and the Payment Bond each to \$150,000 from \$250,000. Total annual expenditures utilizing this contract are estimated to be \$250,000, funded by the appropriate accounts.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

**33. AWARD REQUEST FOR PROPOSAL NO. 12-1314, ABSENCE MANAGEMENT SYSTEM, FRONTLINE TECHNOLOGIES, INCORPORATED:**

Approval of the award of Request for Proposal No. 12-1314, Absence Management System to Frontline Technologies, Incorporated. The District received three proposals. Frontline Technologies, Incorporated was selected based on the company's automated substitute placement and absence management system, Aesop, and the time and attendance system, VeriTime. The program is the largest education-fulfillment system in the country, automating the process of absence management and substitute procurement using both telephone and Internet technologies. The terms and conditions of the contract are still being negotiated. Once the contract has been finalized, it will be brought forward for legal review and submitted to the Board for approval.

The estimated fiscal impact for the substitute management module will not exceed \$35,000 in year one, with an ongoing annual renewal fee of \$29,000. The time and attendance module will not exceed \$35,000 in year one, with an ongoing annual renewal fee of \$28,000. The time and attendance module is still under consideration pending further evaluation and may not be implemented until late in the 2014-2015 school year. 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*

**34. AWARD REQUEST FOR PROPOSAL NO. 11-1314, CENTRALIZED LIBRARY, TEXTBOOK, AND ASSET MANAGEMENT SYSTEM, FOLLETT SCHOOL SOLUTIONS, INCORPORATED:**

Approval of the award of Request for Proposal No. 11-1314, Centralized Library, Textbook, and Asset Management System to Follett School Solutions, Incorporated. The District received four proposals. Follett School Solutions, Incorporated was selected based on the company's resource management system, Destiny Resource Management. The program is a K-12 complete, turnkey educational resource management solution. Follett offers three modules: Destiny Library Manager, Destiny Textbook Manager, and Destiny Asset Manager. The terms and conditions of the contract are still being negotiated. Once the contract has been finalized, it will be brought forward for legal review and submitted to the Board for approval. The estimated fiscal impact for the Destiny Library and Textbook Manager modules will not exceed \$150,000 in year one, with an ongoing annual renewal fee of \$65,000. The Destiny Asset Manager module will not exceed \$101,000 in year one, with an ongoing annual renewal fee of \$42,000. The Asset Manager module is still under consideration pending further evaluation and may not be implemented until late in the 2014-2015 school year. 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*

**35. GOVERNMENT CLAIM 14-16027 DP:**

Rejection of Claim Number 14-16027 DP filed against the District. This item pertains to a claim filed against the District by Solomon Mishkanian on behalf of his son, a minor student. The claim alleges the District should be held responsible for injuries allegedly sustained when the student fell from an inflatable device. This claim has been forwarded to Sassan Party On! Rentals, owner of the inflatable device which was allegedly faulty. This action establishes procedural timelines.

*CUSD Strategic Plan Pillar 5: Effective Operations*

*Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services*

**PERSONNEL SERVICES**

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

Page 271  
**EXHIBIT 36**

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*

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

Page 277  
**EXHIBIT 37**

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 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, MAY 28, 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.*