

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

BOARD OF TRUSTEES
Regular Meeting

March 11, 2015

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 A1-A2

Kirsten Vital/Clark Hampton/Lynh Rust
Significant Exposure to Litigation – Two Cases
(Pursuant to Government Code §54956.9)

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

EXHIBIT 3B

Kirsten Vital/Clark Hampton/John Forney/Jeff Hoskinson
Property: 4.038-acre parcel of real property, currently identified
as Orange County Assessor Parcel No. (“APN”) 632-133-05, located
at 2 Liberty in the City of Aliso Viejo.
Under Negotiation: Price and Terms of Payment
(Pursuant to Government Code §54956.8)

C. CONFERENCE WITH LABOR NEGOTIATORS

Kirsten Vital/Jodee Brentlinger/Clark Hampton/Attorney Jon Pearl
Employee Organization:
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 HEARING: Agenda Item #1 Journey School Charter Petition Renewal

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

Julia Moss – Let the Beat Go On Club – Musical Instrument Donations
Student Body President’s Report – Tesoro High School

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

PUBLIC HEARINGS

1. PUBLIC HEARING: REQUEST FOR CHARTER PETITION RENEWAL OF JOURNEY CHARTER SCHOOL: INFORMATION/
DISCUSSION

The Board will conduct a public hearing on Journey Charter Petition renewal. At the February 25, 2015, Board meeting, Trustees formally accepted receipt of Journey Charter School’s request to renew its charter petition. In accordance with Education Code §47605(b), the District will hold a public hearing on the provisions of the charter to consider the level of support for the petition by parents, teachers, and employees of the District no later than 30 days after receiving the petition and will bring to the Board a recommendation for consideration of approval of the petition within 60 days of receipt of the petition. Due to the size of the document, it will be posted online on the District Board Agendas and Supporting Documentation page.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Communications and Community Relations

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

DISCUSSION/ACTION ITEMS

2. CITIZEN’S REQUEST – STUDENT PARKING AND CAP AND GOWN FEES: INFORMATION/
DISCUSSION

Board Policy 9322, *Agenda/Meeting Materials*, states any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. Dawn Urbanek requested the placement of an agenda item to address the Board regarding revising Board Policy 3260 to reflect the intent of AB 1575, Removal of Illegal Parking Fees, and cap and gown fees. Staff has researched the legality of the parking fees with both District legal counsel and the Orange County Department of Education and both providers confirm the fees are legal. Education Code §35160 and Vehicle Code §21113 state school districts or Associated School Body are authorized to charge a parking fee to students who wish to park their vehicle in a student parking lot on school property. In the District, permissible student fees are governed by Board Policy 3260, *Student Fees*; and on-campus parking is governed by Board Policy 3513.2, *High School Campus Traffic and Parking Regulations*.

Page 1
EXHIBIT 2

The District provides students with a graduation rental cap, rental gown, diploma, and diploma cover at no cost. Students who wish to keep their cap and gown or upgrade their diploma cover, may purchase these items from a company. High schools ensure all students know they receive a cap, gown, diploma and diploma cover free of charge. Staff has reviewed high school materials and found no ACLU breach.

Contact: Kirsten M. Vital, Superintendent

Staff Recommendation

It is recommended the Board President recognize Dawn Urbanek to present this item. This is an information item only and no Board action is necessary.

- 3. DISTRICT ENGLISH LEARNER ADVISORY COMMITTEE UPDATE:**
Each California public school district, grades kindergarten through 12, with 51 or more English learners, must form a District-level English Learner Advisory Committee (DELAC). This committee is responsible for advising the district's local governing board on issues relating to the services and programs provided to the English Learner. This year the DELAC has met to review and revise the Master Plan for English Learners, review data regarding English Learners academic achievement, and review revision of services and programs related to English Learners.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Michelle Le Patner, Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Michelle Le Patner, Assistant Superintendent, Education Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

- 4. IMMUNIZATION AND DISTRICT HEALTH SERVICES:**
This item will address the immunization requirements for California students, the role of the Orange County Health Care Agency, and related services provided by health service staff. Data on immunizations, storage of student health information, and the waiver and registration process will be shared.

CUSD Strategic Plan Pillar 2: Safe and Healthy Schools

Contacts: Michelle Le Patner, Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Michelle Le Patner, Assistant Superintendent, Education Services, to present information on this item. This is an information item only and no Board action is necessary.

- 5. SOUTH COAST REGIONAL OCCUPATIONAL PROGRAM JOINT POWERS AGREEMENT AND RESTRUCTURE:**
The District would like to maintain and amend the Regional Occupational Program (ROP) Joint Powers Agreement (JPA) to ensure an integrated high school program so all students are ready for college and career through better articulation with ROP and Career Technical Education programs and services. The amended JPA will address the duplicative infrastructure of ROP; reduce the \$2.9 million funding allocated to ROP in order to develop additional pathways and courses for students; and will provide additional counselors and academic advisors (guidance support). This item will focus on a review of the amended ROP JPA

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Michelle Le Patner, Assistant Superintendent, Education Services

INFORMATION/
DISCUSSION
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EXHIBIT 3

INFORMATION/
DISCUSSION
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EXHIBIT 4

INFORMATION/
DISCUSSION
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EXHIBIT 5

Staff Recommendation

It is recommended the Board President recognize Michelle Le Patner, Assistant Superintendent, Education Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

6. PROPOSED 2016-2017 SCHOOL CALENDAR:

In November 2006, a Calendar Task Force was established. The Task Force meets annually to reach consensus on recommended school calendars for upcoming school years. The Task Force utilizes the following tenets in making recommendations for school calendars: the calendar should support the educational purpose of the District; student holidays, aside from legal holidays, should be minimized and placed strategically to optimize learning; to the extent possible, the calendar should follow a consistent pattern from year-to-year so teachers can plan for instruction and families can make long-range plans; to the extent possible, the calendar should retain some of the features that produced the higher District revenue realized during the three-year pilot as a result of increased average daily attendance. In order to maximize instructional time prior to high-stakes testing, align with the majority of Orange County School districts, and increase the opportunities for students to attend summer college programs, the committee is recommending the start date for the 2016-2017 school year be moved to Monday, August 15, 2016. The last student day would be Thursday, June 1, 2017.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Communications and Community Relations

Staff Recommendation

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Communications and Community Relations, to present this item.

Following discussion, it is recommended the Board of Trustees approve the proposed 2016-2017 School Calendar.

Motion by _____ Seconded by _____

7. CERTIFICATION OF THE 2014-2015 SECOND INTERIM REPORT AND ADOPTION OF RESOLUTION NO. 1415-38, 2014-2015 REVENUE AND EXPENDITURE INCREASES/DECREASES:

In accordance with Education Code §42130, school districts are required to prepare and submit Interim Financial Reports to the governing board. Resolution No. 1415-38 adjusts the various fund budgets to reflect the Second Interim Report. The purpose of these reports is to satisfy appropriate State and County Office of Education officials as to whether or not the District will be able to meet its financial obligations for the remainder of the fiscal year. Additionally, as required by AB 2756, districts must certify that minimum reserve levels are projected to be met in the two subsequent fiscal years.

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 the Certification of the 2014-2015 Second Interim Report and Adoption of Resolution No. 1415-38, 2014-2015 Revenue and Expenditure Increases/Decreases.

DISCUSSION/
ACTION
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EXHIBIT 6

DISCUSSION/
ACTION
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EXHIBIT 7

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Akhil Patel	_____		
Trustee Alpay	_____	Trustee McNicholas	_____
Trustee Hanacek	_____	Trustee Pritchard	_____
Trustee Jones	_____	Trustee Reardon	_____
		Trustee Hatton-Hodson	_____

8. RESOLUTION NO. 1415-39, REDUCTION OR ELIMINATION OF PARTICULAR KINDS OF SERVICES PERFORMED BY CERTIFICATED EMPLOYEES:

DISCUSSION/
ACTION
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EXHIBIT 8

Education Code §§44949 and 44955 require Board action to lay off certificated employees. The action by the Board is phrased in the Education Code as a reduction or elimination of “particular kinds of services.” The specific services affected by Resolution 1415-39 are part of the District’s Deaf and Hard of Hearing (DHH) program, which is currently overstaffed by 1.0 FTE. In addition, Education Code §44929.25 describes how Adult Education teachers obtain permanent status and thus when particular kinds of service are reduced or eliminated, also require following Education Code §§44949 and 44955. Following Board action, administration will send a preliminary layoff notice to all affected employees no later than March 13, 2015. The preliminary notice will be sent to the least senior employee, or to the least senior employees if there is more than one employee with the same seniority date. The law requires the District to conduct a hearing before an Administrative Law Judge if employees request a hearing. That hearing would be scheduled during the month of April. Regardless of whether employees request a hearing, each employee must receive notice of final Board action prior to May 15, 2015. A resolution for final Board action will be brought back to the Board prior to that date.

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 that the Board of Trustees adopt Resolution No. 1415-39, Reduction or Elimination of Particular Kinds of Services Performed by Certificated Employees.

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Akhil Patel	_____		
Trustee Alpay	_____	Trustee McNicholas	_____
Trustee Hanacek	_____	Trustee Pritchard	_____
Trustee Jones	_____	Trustee Reardon	_____
		Trustee Hatton-Hodson	_____

9. THIRD READING – BOARD POLICY 5116, SCHOOL ATTENDANCE BOUNDARIES:

DISCUSSION/
ACTION
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EXHIBIT 9

Board Policy 5116, *School Attendance Boundaries*, is the governing policy for the guidelines for developing attendance boundary options and recommendations. This policy is being brought to the Board to align with current law and recommendations in Board Policy 5119, *School of Choice*. No school attendance boundaries are recommended for change or being considered for any changes. Changes are underlined; deletions are struck through.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Michelle Le Patner, Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Michelle Le Patner, Assistant Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve Board Policy 5116, *School Attendance Boundaries*.

Motion by _____ Seconded by _____

10. FIRST READING – NEW BOARD BYLAW, PROTOCOLS: BOARD AND SUPERINTENDENT OPERATING PROCEDURES:

New Board Bylaw 9003, *Protocols: Board and Superintendent Operating Procedures* incorporates the operating procedures developed in two Board and Superintendent Workshops. This new Board Bylaw was vetted through the California School Boards Association as directed by Trustees at the January 28 Board meeting. Changes are underlined; deletions are struck through.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Kirsten M. Vital, Superintendent

INFORMATION/
DISCUSSION

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EXHIBIT 10

Staff Recommendation

It is recommended the Board President recognize Superintendent Kirsten Vital 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.

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

11. SCHOOL BOARD MINUTES:

Approval of the minutes of the February 25, 2015, regular Board meeting.

Contact: Jane Boos, Manager, Board Office Operations

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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 \$598,692.33 and the commercial warrants total \$5,998,107.09. 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 \$179,817.51 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:

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 three new agreements totaling \$32,700, five amendments to existing agreements totaling \$369,667.03, and two ratifications to existing agreements totaling \$62,250. 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

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EXHIBIT 14

15. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENT:

Approval of the ratification of special education Informal Dispute Resolution Case #013515. Due to the confidential nature of the Agreement, supporting information is provided to Trustees under separate cover. Expenditures under this Agreement are limited to \$2,950, funded by special education funds.

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 special education Settlement Agreement Case #2014110528. Due to the confidential nature of the Agreement, supporting information is provided to Trustees under separate cover. Expenditures under this Agreement are limited to \$27,400, funded by special education funds.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

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

17. WAIVER REQUEST FOR SCHOOL ABSENCES DUE TO IMMINENT DANGER:

Approval of Waiver Request for School Absences Due to Imminent Danger. On September 22, 23, and 26, 2014, Oak Grove Elementary School suffered a ten percent (material) decrease in attendance as a result of a bomb threat. Although the school remained opened, some parents opted to keep their children home. California Education Code §46392 and §41422 allows school districts to apply to the State for attendance credit when a district experiences a material decrease in attendance because of emergency conditions as a result of fire, flood, impassable roads, epidemic, earthquake, safety hazard, a non-district transportation service strike, or a military threat. The potential financial impact of the lost calendar days for Oak Grove Elementary School is estimated to be 5.64 average daily attendance (ADA) or \$38,758.

CUSD Strategic Plan Pillar 5: Effective Operations

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

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EXHIBIT 17

18. RATIFICATION OF AMENDEDMENT NO. 2 TO AMENDED AND RESTATED PURCHASE AND SALE AGREEMENT AND BETWEEN THE FOUNDATION FOR AFFORDABLE HOUSING II, INCORPORATED, AND THE CAPISTRANO UNIFIED SCHOOL DISTRICT FOR 2C LIBERTY, ALISO VIEJO:

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EXHIBIT 18

Ratification of Amendment No. 2 to Amended and Restated Purchase and Sale Agreement Between the Foundation for Affordable Housing II, Incorporated (Foundation). On March 5, 2007, the District entered into a purchase and sale agreement with the Foundation for Affordable Housing II, Incorporated, for the purchase of certain surplus real property owned by the District at 2C Liberty in Aliso Viejo (Property). The agreement was later updated in an Amended and Restated Purchase Agreement on or about April 24, 2014. The Foundation is to purchase the Property for \$6.89 million in order to develop an affordable senior housing project. Though significant delays occurred as a result of the Foundation's efforts to obtain development entitlements through the City of Aliso Viejo, those hurdles have been cleared, and the Foundation is prepared to acquire the Property. Escrow was originally intended to close on or before March 2, 2015. Last minute issues arose, however, as to the specific wording that the Foundation's lender would accept relative to the requirements in the Grant Deed that the property be utilized for Affordable Senior Housing purposes. In order to address those issues, the Foundation requested that the District agree to extend escrow to on or before March 20, 2015.

CUSD Strategic Plan Pillar 5: Effective Operations

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

19. STATE OF NEVADA, NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS, AND WESTERN STATES CONTRACTING ALLIANCE CONTRACT NO. 1907 AWARDED TO VERIZON WIRELESS, CALIFORNIA PARTICIPATING ADDENDUM, PURCHASES THROUGH VERIZON WIRELESS; AND APPROVAL OF MEMORIALIZATION BETWEEN CAPISTRANO UNIFIED SCHOOL DISTRICT AND VERIZON WIRELESS TO PROVIDE WIRELESS TELECOMMUNICATIONS SERVICES AND EQUIPMENT UNDER THE SAME TERMS AND CONDITIONS AS THE NASPO AND WSCA CONTRACT:

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EXHIBIT 19

Approval to utilize the State of Nevada, National Association of State Procurement Officials (NASPO), and Western States Contracting Alliance (WSCA) Contract No. 1907 awarded to Verizon Wireless, and approved for usage in the State of California pursuant to the California Participating Addendum Contract No. 7-10-70-16, for the purchase of wireless telecommunications services and equipment, through Verizon Wireless and Memorialization Between Capistrano Unified School District (District) and Verizon Wireless to Provide Wireless Telecommunications Services and Equipment Under the Same Terms and Conditions as the NASPO and WSCA Contract. School boards have the authority to "piggyback" on another public agency's bid, per Public Contract Code §20118, when it is in the best interest of a district. It is often advantageous to utilize piggyback contracts when items are identical to the District's specifications. Using piggyback contracts saves time and often provides lower prices than a single jurisdiction would be able to obtain. Annual expenditures utilizing this contract are estimated to be \$50,000, funded by the general fund and E-Rate discounts. Evidence of a contract between the District and Verizon Wireless is a qualifying requirement for E-Rate discounts. The proposed Agreement is a memorialization between the District and Verizon Wireless, whereby Verizon Wireless agrees to provide the same telecommunications equipment and services awarded pursuant to the NASPO and WSCA Contract No. 1907, under the same terms and conditions.

Due to the size of the contract and award, the documentation will be posted online on the District Board Agendas and Supporting Documentation page.

CUSD Strategic Plan Pillar 5: Effective Operations

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

20. AWARD OF REQUEST FOR PROPOSAL NO. 6-1415, E-RATE CATEGORY TWO INTERNAL CONNECTIONS EQUIPMENT AND SERVICES TO AMS.NET, CLEAR SOURCE IT, DIGITAL NETWORKS GROUP, AND ACCUVANT:

Approval of the Award of Request for Proposal No. 6-1415, E-Rate Category Two Internal Connections Equipment and Services to AMS.Net, Clear Source IT, Digital Networks Group, and Accuvant. The District received six proposals from the following vendors: AAA Solar Electric, Incorporated; Accuvant; AMS.Net; Bird Rock Systems; Clear Source IT; and Digital Networks Group. The awarded vendors were selected based on criteria specified in the Request for Proposal No. 6-1415 (RFP) documents. The District is seeking to purchase additional wireless access points, routers, switches, and controllers to support the adoption of mobile technologies and the implementation of Smarter Balanced Assessments. All contracts will be subject to the limitations enumerated in the RFP documents, including, but not limited to, availability of E-Rate funding and appropriation by the Board for Fiscal Year 2015-2016. Subject to such limitations, purchases of equipment and services awarded to the winning bidders will begin on or after July 1, 2015, for an initial period of one-year with two one-year renewal periods, at the option of the Board. The total estimated fiscal impact for all categories before any E-Rate discounts is \$3.2 million, of which the District is anticipated to fund 49 percent or an estimated \$1.6 million. The projects will be funded by a combination of permitted CFD funds, Developer Fees, and the general fund. The proposals, evaluation criteria, and rating sheets are available in the Purchasing Department for review.

CUSD Strategic Plan Pillar 5: Effective Operations

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

21. WATERFORD UNIFIED SCHOOL DISTRICT BID NO. 01/12, SCHOOL BUSES WITH A-Z BUS SALES, INCOPORATED:

Approval to utilize the Waterford Unified School District Bid No. 01/12 for the purchase of school buses from A-Z Bus Sales, Incorporated, under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for school buses, as needed, by the District. Expenditures utilizing this contract are estimated to be \$461,000 for Fiscal Year 2014-2015, funded by the general fund. School boards have the authority to "piggyback" on another public agency's bid, per Public Contract Code §20118, when it is in the best interest of a district. It is often advantageous to utilize piggyback contracts when items are identical to the District's specifications. Using piggyback contracts saves time and often provides lower prices than a single jurisdiction would be able to obtain. Due to the size of the contract and award, the documentation will be posted online on the District Board Agendas and Supporting Documentation page.

CUSD Strategic Plan Pillar 5: Effective Operations

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

PERSONNEL SERVICES

22. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:

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EXHIBIT 22

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

23. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:

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EXHIBIT 23

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 Akhil Patel	_____	Trustee McNicholas	_____
Trustee Alpay	_____	Trustee Pritchard	_____
Trustee Hanacek	_____	Trustee Reardon	_____
Trustee Jones	_____	Trustee Hatton-Hodson	_____

NOTE: BY USING A ROLL-CALL VOTE FOR THE CONSENT CALENDAR, IT WILL MEET THE NEED FOR ACTION ITEMS, WHICH REQUIRE A SIMPLE MOTION OR ROLL-CALL VOTE.

ADJOURNMENT

Motion by _____ Seconded by _____

THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS WEDNESDAY, MARCH 25, 2015, 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.