

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

BOARD OF TRUSTEES  
Regular Meeting

June 10, 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 A**  
Significant Exposure to Litigation – One Case  
*Pursuant to Government Code §54956.9)*

**B. PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT EXHIBIT B1-B6**  
1. Middle School Principals  
2. ~~Middle School Assistant Principals~~  
3. High School Assistant Principals  
4. Activity Director  
5. Public Information Officer  
6. Coordinator, Pupil Welfare  
*(Pursuant to Government Code §54957)*

**C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE EXHIBIT C1-C2**  
*(Pursuant to Government Code §54957)*

**D. CONFERENCE WITH LABOR NEGOTIATORS**  
Kirsten Vital/Jodee Brentlinger/Clark Hampton  
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 HEARINGS:**

Agenda Item #1 2015-2016 Proposed Budget Adoption  
Agenda Item #3 2015-2016 Local Control Accountability 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.**

**CALL TO ORDER – ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF THE AGENDA**

**REPORT ON CLOSED SESSION ACTION**

**SPECIAL RECOGNITIONS**

*Tommy Beales, John Guevara, Christine Harris, Eloisa Robledo, Lisa Stilwagner, and Denise Yota – Classified Employees of the Year  
Canyon Vista Elementary, Castille Elementary School, and Bernice Ayer Middle School – OCDE PAL Recognition Winners  
Malcom Robotics Team*

**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: 2015-2016 PROPOSED BUDGET ADOPTION:** INFORMATION DISCUSSION  
The Board will conduct a public hearing on the 2015-2016 Budget Adoption. Supporting documentation is located in Exhibit 2.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

Staff Recommendation  
It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.
  
- 2. 2015-2016 PROPOSED BUDGET ADOPTION:** INFORMATION DISCUSSION  
The District is required by law to adopt a budget for the 2015-2016 fiscal year no later than June 30, 2015, for enactment on July 1, 2015. The budget for 2015-2016 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 2015-2016 budget and the 2014-2015 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 2015-2016 budget will be presented for Board action at the June 24 meeting.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

Page 1  
**EXHIBIT 2**

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.

**3. PUBLIC HEARING: 2015-2016 LOCAL CONTROL ACCOUNTABILITY PLAN:**

INFORMATION  
DISCUSSION

The Board will conduct a public hearing on the 2015-2016 Local Control Accountability Plan. 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 final 2015-2016 budget will be presented for Board action at the June 24 meeting.

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

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

Staff Recommendation

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

**DISCUSSION/ACTION ITEMS**

**4. CAPITOL ADVISORS GROUP, LLC PRESENTATION:**

INFORMATION  
DISCUSSION

At the March 25, 2015, Board meeting, Trustees approved an Advocacy Agreement between the District and Capitol Advisors Group, LLC, a legislative consulting and advocacy firm, providing strategic counsel and assistance in developing mutually-beneficial partnerships. The Agreement provides professional consulting services related to legislative, administrative, and regulatory guidance. Representatives from the Capitol Advisors Group addressed the Board at the April 22 Board meeting and requested to return to a future Board meeting to share what is currently happening in Sacramento.

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

***Contact: Kirsten M. Vital, Superintendent***

Staff Recommendation

It is recommended the Board President recognize Superintendent Kirsten Vital to present information on this item. This is an information item only and no Board action is necessary.

**5. PROPOSED REFINANCING OF COMMUNITY FACILITIES DISTRICT 98-2 (LADERA) AND 2004-1 (RANCHO MADRINA) BONDS:**

INFORMATION  
DISCUSSION

The Board of Trustees will receive an update on the proposed refinancing of Community Facilities District 98-2 (Ladera) and 2004-1 (Rancho Madrina) bonds. The update will include data on the potential savings based on an analysis by the District's financial advisor, Government Financial Strategies.

***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, 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.

Page 25

**EXHIBIT 5**

**6. ROAD TO RECOVERY PHASE II:**

This presentation will provide the Trustees with an overview of the second phase of the Road to Recovery plan. Staff will provide a recommendation and timeline regarding implementation of the plan for 2015-2016.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

INFORMATION/  
DISCUSSION  
Page 39  
**EXHIBIT 6**

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present information on this item. This is an information item only and no Board action is necessary.

**7. RESOLUTION NO. 1415-45, AUTHORIZATION OF TEMPORARY INTERFUND TRANSFERS:**

Education Code §42603 authorizes the Board of Trustees to temporarily transfer money held in any fund to another fund for payment of obligations by the District. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Due to the nature of the current budget situation, it is necessary to secure flexibility to balance cash flow during the 2015-2016 school year. This agenda item requests Board approval to authorize interfund loans between funds. These loans (cash transfers) will be made to and between the general fund and various other District funds.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

DISCUSSION/  
ACTION  
Page 45  
**EXHIBIT 7**

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. 1415-45, Authorization of Temporary Interfund Transfers.

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

ROLL CALL:

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

**8. COMMUNITY ROOTS ACADEMY REQUEST FOR LONG-TERM LEASE AND PROPOSED ENGAGEMENT PLAN:**

One of the District’s responsibilities in approving a charter is to provide facilities for its program. While the District has provided facilities to Community Roots Academy (CRA) on the Wood Canyon campus through the 2015-2016 school year, CRA’s projected enrollment in 2016-2017 will require that the charter occupy its own facility. In order to be proactive and thoughtful in planning for this increase in enrollment, CRA has requested that the District and charter engage in a collaborative process to provide a long-term lease of a District facility beginning in the 2016-2017 school year. This item presents a proposed engagement plan to recommend a facility for a long-term lease for CRA.

*CUSD Strategic Plan Pillar 1: Community Relations*

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

INFORMATION/  
DISCUSSION  
Page 47  
**EXHIBIT 8**

9. **DISTRICT VISION/MISSION/GOALS:**

At the May 27 Board meeting, Trustees discussed and gave direction to staff on the draft Vision, Mission, and three Wildly Important Goals (WIGs) for the District. The Board will continue its discussion of the Vision, Mission, and WIGs with the revisions requested at the last meeting.

*CUSD Strategic Plan Pillar 5: Effective Operations*

*Contact: Kirsten M. Vital, Superintendent*

Staff Recommendation

It is recommended the Board President recognize Kirsten Vital, Superintendent, to present information on this item

Following discussion, it is recommended the Board of Trustees approve the District's Vision, Mission, and designated WIGs for 2015-2016.

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

DISCUSSION/  
ACTION  
Page 51  
**EXHIBIT 9**

10. **RESOLUTION NO. 1415-46, AUTHORIZING THE EXCHANGE OF CERTAIN REAL PROPERTY INTERESTS WITH THE CORPORATION OF THE PRESIDING BISHOP OF THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS, APPROVING AN AMENDMENT TO AN ACCESS EASEMENT, APPROVING A RECIPROCAL PARKING LICENSE, ACCEPTING A BACKFLOW PREVENTER EASEMENT, AND TAKING RELATED ACTIONS:**

The Capistrano Unified School District (District) and Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-Day Saints (LDS Church) own adjacent properties in San Juan Capistrano. The LDS Church's property is located just east of San Juan Hills High School (SJHHS). The LDS Church has approached the District seeking to obtain an amendment to an existing access easement, which the District previously granted to Whispering Hills, LLC, for purposes of providing vehicular and pedestrian access to the LDS Property (and construction activities related thereto). The District, in turn, is in need of a backflow prevention facility easement from the LDS Church, on LDS Property, for purposes of servicing SJHHS. Both parties also have a mutual desire for reciprocal parking rights on the land of the other, during certain times, to accommodate overflow parking for their respective activities. In light of these identified needs, the District and LDS Church have agreed to an exchange of rights, whereby the LDS Church will grant to the District a backflow prevention easement and a license for parking rights on the LDS Property, in exchange for the District's granting to the LDS Church of an amendment to the existing access easement and a license for parking rights on the District Property. The specific terms of these items are set forth in the Resolution to be considered by the Board. Authority for the District to enter into such an exchange is provided by Education Code §§17536 and 17537, with a two-thirds vote of all of the members of the Board required for approval.

*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. 1415-46, Authorizing the Exchange of Certain Real Property Interests with The Corporation of the Presiding Bishop of the Church Of Jesus Christ Of Latter-Day Saints, Approving An Amendment To An Access Easement, Approving A Reciprocal Parking License, Accepting A Backflow Preventer Easement, and Taking Related Actions.

DISCUSSION/  
ACTION  
Page 53  
**EXHIBIT 10**

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

ROLL CALL:

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

**11. SECOND READING – REVISION OF BOARD POLICY 6163.5, STUDENT USE OF TECHNOLOGY AND INTERNET SAFETY:**

Board Policy 6163.5, *Student Use of Technology and Internet Safety*, is being revised to update the guidelines and policies related to student use of personal technology devices for Internet access at school. The update defines the District’s policy related to students bringing personal technology to school and the implementation of Bring-Your-Own-Device programs. Additional revisions requested by Trustees during the first reading of this item have been made. Revisions include adding language to address the following areas: the requirement of providing equity devices, responsibility of student supervision, permission for capturing video and images, cyberbullying, device security, and no expectation of privacy. Funding will be designated to support acquisition of equity devices not-to-exceed \$400,000. Changes are underlined; deletions are struck through.

***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 Board Policy 6163.5, *Student Use of Technology and Internet Safety*.

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

**12. FIRST READING – REVISIONS TO BOARD POLICY 1330, USE OF FACILITIES:**

As changes occur in Education Code or precedent-setting lawsuits, it becomes necessary to update policies. Revised Board Policy 1330, *Use of School Facilities*, is to provide the District, the Board, and employees with up-to-date information to ensure the District meets legal provisions surrounding the use of District facilities. Revisions submitted by Trustees have been made in the policy. There is no financial impact. Changes are underlined; deletions are struck through.

***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 information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

DISCUSSION/  
ACTION

Page 89

**EXHIBIT 11**

INFORMATION/  
DISCUSSION

Page 93

**EXHIBIT 12**

**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 21, 2015, special Board meeting.  
*Contact: Jane Boos, Manager, Board Office Operations*

Page 105  
**EXHIBIT 13**

**14. MEMBERS OF THE SPECIAL EDUCATION LOCAL PLAN AREA COMMUNITY ADVISORY COMMITTEE:**

Approval of the appointment of Jan Barrett, Steven Burke, Meredith Chillemi, Luci Coppola, Sarah Draper, Veronica Hoggatt, Allison Jacobs, and Barbara Kakuda to serve as Community Advisory Committee (CAC) voting members for the 2015-2016 and 2016-2017 school years. In accordance with the 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. There is no financial impact.

*CUSD Strategic Plan Pillar 1: Community Relations*

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

## 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 eleven 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 1314-014 to 1314-024. 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*

**16. CALIFORNIA INTERSCHOLASTIC FEDERATION REPRESENTATIVES:**

Approval of the six comprehensive high school principals as league representatives to the California Interscholastic Federation (CIF) for 2015-2016. As a member of CIF, the District is required by Education Code §33353(a) to designate its representatives to CIF on a yearly basis. League representatives vote on issues that impact school athletic programs. There is no financial impact.

*CUSD Strategic Plan Plan 5: Effective Operations*

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

Page 107  
**EXHIBIT 16**

**17. CALIFORNIA STATE UNIVERSITY, FULLERTON - MASTER TEACHER PAYMENT:**

Approval of payment to District master teachers who supported a student teacher during the 2015 Spring semester. Student teachers from various universities are placed in the District throughout the school year. Current university agreements specify that institutions pay master teachers a nominal stipend for their supervision and support of student teachers. California State University, Fullerton has agreed to reimburse the District for all costs associated with compensating master teachers. The compensation amounts vary because of different statutory costs and nature of assignments.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

Page 113  
**EXHIBIT 17**

**BUSINESS & SUPPORT SERVICES**

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

Page 115  
**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 \$4,810,084.01 and the commercial warrants total \$4,351,198.27. 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 155  
**EXHIBIT 19**

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$205,944.26 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 157  
**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 five new agreements totaling \$89,040.73, two ratifications of new agreements totaling \$12,199.90, fifteen extensions to existing agreements totaling \$383,340, three extension ratifications to existing agreements totaling \$185,750, and six amendment ratifications totaling \$41,159.68. 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 SETTLEMENT AGREEMENTS:**

Approval of the ratification of special education Settlement Agreement Case #2015020196, Settlement Agreement Case #2015040198, Informal Dispute Resolution Case #034215, and Informal Dispute Resolution Case #044115. Due to the confidential nature of the Agreements, supporting information is provided to Trustees under separate cover. Expenditures under these Agreements are limited to \$25,653, funded by special education funds.

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

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



- 22. SPECIAL EDUCATION SETTLEMENT AGREEMENTS:**  
Approval of special education Settlement Agreement Case #2015040373 and Informal Dispute Resolution Case #034315. Due to the confidential nature of the Agreements, supporting information is provided to Trustees under separate cover. Expenditures under these Agreements are limited to \$108,101, funded by special education funds.  
*CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*  
Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations
- 23. RESOLUTION NO. 1415-44, TEMPORARY TRANSFER AGREEMENT:** Page 431  
**EXHIBIT 23**  
Approval of Resolution No. 1415-44 authorizes the District to participate in a Temporary Transfer Agreement for the 2015-2016 fiscal year. The County Board of Supervisors has authorized the County Treasurer to offer short-term loans to school districts to help bridge cash flow difficulties. The loans will be repaid to the County Treasurer when school districts receive property taxes in December. By applying for these funds, the District will have sufficient cash until December property tax revenue is received.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 24. EXTENSION OF AGREEMENT FOR BID NO. 1415-03, ELECTRICAL SUPPLIES AND MATERIALS – CONSOLIDATED ELECTRICAL DISTRIBUTORS, INCORPORATED:** Page 445  
**EXHIBIT 24**  
Approval of the Extension of Agreement Bid. No. 1415-03 with Consolidated Electrical Distributors, Incorporated, to provide electrical supplies and materials for all sites within the District. The vendor agreed to maintain their current pricing for the renewal period of July 1, 2015, through June 30, 2016. Annual expenditures under this contract are limited to \$125,000, funded by deferred maintenance and site funds.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 25. EXTENSION OF AGREEMENT FOR BID NO. 1314-03, ASPHALT PAVING, SEALCOATING, AND REPAIR SERVICES – BEN’S ASPHALT, INCORPORATED:** Page 453  
**EXHIBIT 25**  
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 agreed to maintain their current pricing for the renewal period of July 1, 2015, through June 30, 2016. 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
- 26. AWARD BID NO. 1516-04, WEED ABATEMENT SERVICE TO E. STEWART AND ASSOCIATES, INCORPORATED:** Page 475  
**EXHIBIT 26**  
Approval of Award of Bid No. 1516-04, Weed Abatement Service to E. Stewart and Associates, Incorporated. Seven entities registered and downloaded the bid documents; one bid was received and opened on April 28, 2015. E. Stewart and Associates, Incorporated, is the lowest responsive, responsible bidder. The term of the base contract is July 1, 2015, through June 30, 2016, with two one-year renewal terms, at the option of the Board of Trustees, for a total contract term not-to-exceed three years. Annual expenditures utilizing this contract are estimated to be \$75,000, funded by deferred maintenance funds and routine restricted maintenance funds.  
*CUSD Strategic Plan Pillar 5: Effective Operations*  
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

**27. AWARD BID NO. 1516-05, FENCE REPAIRS AND MAINTENANCE TO Q FENCE AND FABRICATION, INCORPORATED:**

Page 493  
**EXHIBIT 27**

Approval of Award of Bid No. 1516-05, Fence Repairs and Maintenance to Q Fence and Fabrication, Incorporated. Ten entities registered and downloaded the bid documents; four bids were received and opened on April 29, 2015. The four bidders include: Harris Steel Fence Company, Incorporate; Jim Justus Fence Company; La Habra Fence Company, Incorporated; and Q Fence and Fabrication, Incorporated; as shown on Exhibit A. Q Fence and Fabrication, Incorporation, is the lowest responsive, responsible bidder. The bid award was determined using select line items at weighted percentages based upon projected District repair and maintenance usage. The term of the base contract is July 1, 2015, through June 30, 2016, with four one-year renewal terms, at the option of the Board of Trustees, for a total contract term not-to-exceed five years. Annual expenditures utilizing this contract are estimated to be \$75,000, funded by deferred maintenance funds, routine restricted maintenance funds, modernization funds, and site funds.

*CUSD Strategic Plan Pillar 5: Effective Operations*

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

**PERSONNEL SERVICES**

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

Page 513  
**EXHIBIT 28**

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*

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

Page 515  
**EXHIBIT 29**

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:**

Trustee Alpay	_____	Trustee McNicholas	_____
Trustee Hanacek	_____	Trustee Pritchard	_____
Trustee Jones	_____	Trustee Reardon	_____
		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, JUNE 24, 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](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.*