

CAPISTRANO UNIFIED SCHOOL DISTRICT
33122 Valle Road
San Juan Capistrano, CA 92675
BOARD OF TRUSTEES
Regular Meeting
AGENDA

November 18, 2015

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

CLOSED SESSION AT 5:00 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. CONFERENCE WITH LABOR NEGOTIATORS

District Negotiators: Kirsten M. Vital/John Roach/Clark Hampton
Attorney Jonathan Pearl

Employee Organizations:

1. Capistrano Unified Education Association (CUEA)
2. California School Employees Association (CSEA)
3. Teamsters

(Pursuant to Government Code §54957.6)

B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant Exposure to Litigation – One Case

Attorney Dan Spradlin

(Pursuant to Government Code §54956.9(d)(2))

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

District Negotiators: Kirsten M. Vital/Clark Hampton

Attorney David Huff

Property: Capistrano Beach Bus Yard, 26126 Victoria Blvd.

Dana Point, CA 92624 (APN 668-361-01)

Negotiating Party: City of Dana Point and Other Interested Parties

Under Negotiation: Price and Terms of Payment

(Pursuant to Education Code §54956.8)

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Biehn v. Commission on Professional Competence

Orange County Superior Court Case No. 30-2014-00742336

(Pursuant to Government Code §54956.9{d}{1})

E. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

EXHIBIT 3E-1

(Pursuant to Government Code §54957)

Agenda Item 1: Public Hearing - Presentation of Petition for OCASA-Orange County Academy of Science and Arts Charter School.

Agenda Item 2: Public Hearing - Capistrano School Employee Association (CSEA) Initial Proposal for Negotiations.

Agenda Item 3: Public Hearing - Capistrano Unified School District Proposal to Reopen 2015-2016 Negotiations with Capistrano School Employee Association (CSEA)

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

Student Body President Report - Capistrano Valley High School:

Sofia “Nikki” Izadshenas, Student Body President Report - Capistrano Valley High School

Josh Hill, Principal, Capistrano Valley High School

Steven Bryant, Activities Director, Capistrano Valley High School

Extra Milers:

Kathi Brevoort - College Fair Chair and Chief Organizer

Debbie Bursey - Event management, logistics, and volunteers – College Fair

Sue Hill - Event management, logistics, and volunteers – College Fair

Learning in Capo Spotlight

Area 7 - Schools in Mission Viejo

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: PRESENTATION OF PETITION FOR OCASA - INFORMATION/
ORANGE COUNTY ACADEMY OF SCIENCE AND ARTS CHARTER DISCUSSION
SCHOOL:**

A Public Hearing is scheduled before the Board of Trustees which necessitates this Board item. Orange County Academy of Science and Arts has presented a petition for a Charter School within the District. Due to the size of the exhibit, the information can be viewed by clicking here.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Daniel Burch, Interim, Assistant Superintendent, Administrative Services/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 before proceeding to the next item.

2. **PUBLIC HEARING: CAPISTRANO SCHOOL EMPLOYEE ASSOCIATION INFORMATION/
INITIAL PROPOSAL FOR NEGOTIATIONS: DISCUSSION**

The Board will conduct a Public Hearing on receiving the Capistrano School Employee Association (CSEA) initial proposal for negotiations. Supporting documentation information is located in the Exhibit.

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EXHIBIT 2

CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

Contact: John A. Roach, Interim Assistant Superintendent, Personnel 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.

3. PUBLIC HEARING: DISTRICT CONTRACT REOPENER PROPOSAL TO CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION FOR THE 2015-2016 SCHOOL YEAR:

The Board will conduct a Public Hearing on the District contract reopener proposal to California School Employees Association (CSEA). On June 5, 2015, the Board formally adopted the 2014-2015 settlement agreement between the District and CSEA. The current contract is in effect from July 1, 2012, through June 30, 2015. Both CSEA and the District have the right to reopen two articles. Board Policy 4143.1 Public Notice – Issues of Meeting and Negotiations describes the steps to be taken by the Board and its authorized representatives in order to enter into a new agreement with an exclusive bargaining unit. The District is submitting its proposal to reopen so that 2015-2016 negotiations can be addressed within the context of current District and state economic challenges.

CUSD WIG 2: Communications - Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services

Staff Recommendation

It is recommended the Board President recognize, John A. Roach, Interim Assistant Superintendent, Personnel Services, to present this item.

Following discussion, it is recommended the Board of Trustees adopt the CUSD initial proposal to CSEA.

Motion by _____ Seconded by _____

DISCUSSION/ACTION ITEMS

4. RECOMMENDATION OF APPROVING THE MEMORANDUM OF UNDERSTANDING WITH CAPISTRANO SCHOOL EMPLOYEES ASSOCIATION, NOVEMBER 19, 2015 – JUNE 30, 2016:

The purpose of the agenda item is to seek approval of a Memorandum of Understanding (MOU) with Capistrano School Employees Association (CSEA) which decides how lost badges will be replaced. The total estimated fiscal impact of this agreement is negligible.

CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

Contact: John Roach, Interim Assistant Superintendent, Personnel Services

Staff Recommendation

It is recommended the Board President recognize John A. Roach, Interim Assistant Superintendent, Personnel Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the MOU agreement with the District and CSEA for November 19, 2015 – June 30, 2016.

DISCUSSION/
ACTION
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EXHIBIT 3

DISCUSSION/
ACTION
Page 5
EXHIBIT 4

5. BOUNDARY ADJUSTMENTS FOR CROWN VALLEY STUDY AREAS:

INFORMATION/
DISCUSSION
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EXHIBIT 5

On September 23, 2015, the Board of Trustees voted to close Crown Valley Elementary School beginning in the 2016-2017 school year. At this time, staff is recommending the Crown Valley study areas 0600, 0620, 0621, 0670, 0681, 0690, 0700, and 0710 be reassigned to Moulton Elementary School and Hidden Hills Elementary School as follows: Assign study areas 0600, 0620, and 0621 to the Moulton Elementary School attendance area. Assign study areas 0670, 0681, 0690, 0700, and 0710 to the Hidden Hills Elementary School attendance area. The recommended boundary adjustments allows current middle school and high school feeder patterns to be maintained.

CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.

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.

6. MEMORANDUM OF UNDERSTANDING WITH SADDLEBACK COLLEGE REGARDING THE ADULT EDUCATION PROGRAM TRANSITION AGREEMENT:

DISCUSSION/
ACTION
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EXHIBIT 6

The District would like to enter into a Memorandum of Understanding (MOU) with Saddleback College to formalize the transition of the Adult Education Program to Saddleback College for the 2016-2017 school year and beyond. The purpose of this MOU is to set forth the understandings of the parties with respect to the transition of the District’s Adult Education Programs to Saddleback College. This collaboration benefits the student populations by providing accelerated learning opportunities for adults, including those with disabilities, by offering non-credit pathways leading to a high school diploma or an equivalency certificate, workforce preparation classes including English as a Second Language and Citizenship, and career technical education programs that enhance employment potential.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim Assistant Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the Memorandum of Understanding with Saddleback College regarding the Adult Education Program Transition Agreement.

7. ESENCIA K-8 SCHOOL, EDUCATIONAL SPECIFICATION PLAN:

INFORMATION/
DISCUSSION
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EXHIBIT 7

This presentation will provide Trustees with an overview of the Esencia K-8 School, Educational Specification Plan. The Educational Specification Plan will be presented to the Board on December 9, 2015 for final approval.

CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.

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.

8. **FIRST READING - REVISIONS TO BOARD POLICY 2111 ASSISTANTS TO THE CHIEF ADMINISTRATIVE OFFICER:** INFORMATION/
DISCUSSION

Board Policy 2111, *Assistants to the Chief Administrative Officer* was revised on September 24, 2014. Since that time there have been some titles and positions which no longer exist in the District. Changes are underlined; deletions are struck through. There is no financial impact.

CUSD WIG 2: Communications - Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

Contact: Kirsten M. Vital, Superintendent

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EXHIBIT 8

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, 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.

9. **FIRST READING - REVISIONS TO BOARD POLICY 2210 ADMINISTRATIVE LEEWAY IN ABSENCE OF GOVERNING BOARD POLICY:** INFORMATION/
DISCUSSION

At the August 12, 2015 Board Meeting, Trustees approved the First Reading of Board Policy 2210, *Administrative Leeway in Absence of Governing Board Policy*. As a result of changes in Administrators, this policy requires revising. Revisions to this policy will align the policy with AR 2.24. Changes are underlined; deletions are struck through. There is no financial impact.

CUSD WIG 2: Communications - Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

Contact: Kirsten M. Vital, Superintendent

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EXHIBIT 9

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

10. **SECOND READING - REVISIONS TO BOARD POLICY 5118, INTERDISTRICT ATTENDANCE AGREEMENTS:** INFORMATION/
DISCUSSION

This proposed revision of Board Policy 5118, *Interdistrict Attendance Agreements*, updates this policy and incorporates the recommended policy language outlined in the California School Board Association's sample Board Policy on Interdistrict Attendance Agreements. This revision will specifically address limits on student transfers out of the District to a school of choice. This policy is aligned with Education Code §46600 – §46611, Inter-district Transfer Agreements. Additional revisions requested by Trustees during the first reading of this item have been made.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

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EXHIBIT 10

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim

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.

11. SECOND READING – REVISIONS TO BOARD POLICY 5111.1, DISTRICT RESIDENCY:

This proposed revision of Board Policy 5111.1, *District Residency*, updates this policy and incorporates the recommended policy language outlined in the California School Boards Association’s sample Board Policy on District Residency. The revision includes very specific procedures related to the investigation of suspected fraudulent addresses. It also addresses the use of an outside investigator and the parameters of the investigation. This proposed policy is in alignment with Education Code §35351, Assignment of Students to Particular Schools. Additional revisions requested by Trustees during the first reading of this item have been made.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim 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.

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DISCUSSION
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EXHIBIT 11

12. SECOND READING – REVISIONS TO BOARD POLICY 5111, ADMISSIONS:

This proposed revision of Board Policy 5111, *Admissions*, updates this policy and incorporates the recommended policy language outlined in the California School Boards Association’s sample Board Policy on Admissions. This policy revision eliminates current policy language which identifies specific school years which have past. The new language also addresses enrollment of homeless and foster youth. This revision complies with the Education Code sections regarding student admissions. Additional revisions requested by Trustees during the first reading of this item have been made.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim 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.

INFORMATION/
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EXHIBIT 12

13. SECOND READING – REVISIONS TO BOARD POLICY 5119, SCHOOL OF CHOICE:

After implementing the 2014-2015 revisions of Board Policy 5119, *School of Choice*, staff identified several unintended consequences of the revision. The updated policy removes Two-way Immersion program enrollment, addresses priority for employees, school closures, siblings of those students placed in specific special education programs, and adds language to address moving after the application window. The proposed revision mitigates those issues among others and also incorporates the recommended policy language outlined in the California School Boards Association’s sample Board Policy on School of Choice. Additional revisions requested by Trustees during the first reading of this item have been made. Additional revisions requested by Trustees during the first reading of this item have been made.

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EXHIBIT 13

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim 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.

14. THIRD READING – REVISIONS TO BOARD POLICY 5162, ADMINISTERING MEDICATION:

Approval of Board Policy 5162, *Administering Medication* has been amended to align with SB 1266 (Ch. 321, Statutes of 2014). Per Education Code §49414 districts are required to provide epinephrine auto-injectors to school nurses or other employees who volunteer and receive training, which they may use to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an anaphylactic reaction. SB 1266 deleted the requirement to develop a district plan related to the use of epinephrine auto-injectors. Additional revisions requested by Trustees during the second reading of this item have been made.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim 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.

15. APPROVAL OF FINAL WILDLY IMPORTANT GOLAS - WIGs:

At the October 28, 2015 Board meeting, the Board of Trustees provided feedback regarding narrowing the focus of Capistrano Unified School Districts Wildly Important Goal (WIG)1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students. Staff has reviewed this feedback and is bringing back revised Teaching and Learning WIGs for discussion. Also, staff will re-present previously reviewed WIGs for CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees and community members in Districtwide and community-specific decisions and, CUSD WIG 3: Optimize facilities and learning environments for all students. Finally, District staff is recommending all WIGs be finalized for Board of Trustees approval.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

Contact: Mark Miller, Assistant Superintendent, SELPA and Special Education Operations

Contact: Ryan Burris, Public Information Officer

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

INFORMATION/
DISCUSSION
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EXHIBIT 14

DISCUSSION/
ACTION
Page 115
EXHIBIT 15

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Interim Assistant Superintendent, Education Services, and Mark Miller, Assistant Superintendent, SELPA and Special Education Operations, to present information on this item and answer any questions Trustees may have. Following discussion, it is recommended the Board of Trustees approve detailed WIGs as presented.

Motion by _____ Seconded by _____

- 16. FIRST READING – BOARD POLICIES 4119.11, 4219.11, 4319.11, SEXUAL HARASSMENT:** INFORMATION/
DISCUSSION
Page 117
EXHIBIT 16
- As changes occur in the law it becomes necessary to review Board Policies. Policies will be reviewed as part of a Federal Program Monitoring Audit scheduled in February. The revisions to policies 4119.11; 4219.11; 4319.11, *Sexual Harassment*, provides all stakeholders with current information and ensures legal compliance. There is no financial impact. Changes are underlined, deletions are struck through.
- CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***
- Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services**

Staff Recommendation

It is recommended the Board President recognize John A. Roach, Interim Assistant Superintendent, Personnel Services, to present information on this item and answer any questions Trustee’s may have. This is an information item only and no Board action is necessary.

- 17. FIRST READING – BOARD POLICIES 0410, NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES; 4030, NONDISCRIMINATION IN EMPLOYMENT; 5180, NONDISCRIMINATION:** INFORMATION/
DISCUSSION
Page 121
EXHIBIT 17
- As changes occur in the law it becomes necessary to review Board Policies. Policies will be reviewed as part of a Federal Program Monitoring Audit scheduled in February. The revisions to policies 0410, *Nondiscrimination in District Programs and Activities*; 4030, *Nondiscrimination in Employment*; 5180, *Nondiscrimination*, provides all stakeholders with current information and ensures legal compliance. There is no financial impact. Changes are underlined, deletions are struck through.
- CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***
- Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services**

Staff Recommendation

It is recommended the Board President recognize John A. Roach, Interim Assistant Superintendent, Personnel Services, to present information on this item and answer any questions Trustee’s may have. This is an information item only and no Board action is necessary.

- 18. FIRST READING – BOARD POLICIES 1312.1, COMPLAINT PROCEDURES; 1312.2, COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS; 1312.3, UNIFORM COMPLAINT PROCEDURES:** INFORMATION/
DISCUSSION
Page 131
EXHIBIT 18
- As changes occur in the law it becomes necessary to review Board Policies. Policies will be reviewed as part of a Federal Program Monitoring Audit scheduled in February. The revisions to policies 1312.1, *Complaint Procedures*; 1312.2, *Complaints Concerning Instructional Materials*; 1312.3, *Uniform Complaint Procedures*, provides all stakeholders with current information and ensures legal compliance. There is no financial impact. Changes are underlined, deletions are struck through.
- CUSD WIG 2: Communications – Communicate with, and engage students,***

parents, employees, and community members in Districtwide and community-specific decisions.

Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services

Staff Recommendation

It is recommended the Board President recognize John A. Roach, Interim Assistant Superintendent, Personnel Services, to present information on this item and answer any questions Trustee's 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

19. **SCHOOL BOARD MINUTES:** Page 157
EXHIBIT 19
Approval of the Minutes of the October 14, 2015, Regular Board Meeting.
Contact: Teresa Teichman, Manager, Board Office Operations
20. **SCHOOL BOARD MINUTES:** Page 169
EXHIBIT 20
Approval of the Minutes of the October 21, 2015, Special Board Meeting.
Contact: Teresa Teichman, Manager, Board Office Operations
21. **ANNUAL REPORT – WILLIAMS SETTLEMENT LEGISLATION, 2014-2015 SCHOOL YEAR:** Page 171
EXHIBIT 21
Approval of Annual Report - Williams Settlement Legislation, 2014-2015 School Year. As a result of the Williams Settlement, Education Code §35186 mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or misassignments, facility conditions posing a threat to student/staff health or safety, and instruction and services for the California High School Exit Examination. Furthermore, the law requires any deficiencies or complaints be reported to the Board of Trustees at a regularly scheduled public meeting. Both quarterly and annually the Orange County Department of Education (OCDE) conducts a review to determine if deficiencies exist. The annual report for the District, conducted by the OCDE, was found to be in compliance. The inspection of Kinoshita and Viejo Elementary Schools revealed the schools have sufficient instructional materials. At the time of the inspection of the facility conditions revealed three minor deficiencies for Kinoshita Elementary School, and one minor deficiency for Viejo Elementary School. These have been resolved. The schools are considered to have met all expectations established under the Williams Settlement Legislation.
CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.
Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services

CURRICULUM & INSTRUCTION

22. **MEMBERS OF THE SPECIAL EDUCATION LOCAL PLAN AREA COMMUNITY ADVISORY COMMITTEE:**
Approval of the appointment of Ellen K. Lamb to serve as a Community Advisory Committee (CAC) voting member for the 2016 and 2017 calendar 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 WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.

Contact: Mark Miller, Assistant Superintendent, SELPA and Special Education Operations

BUSINESS & SUPPORT SERVICES

23. SPECIAL EDUCATION SETTLEMENT AGREEMENT:

Approval of special education Settlement Agreement Case #2015070933. Due to the confidential nature of the Agreement, supporting information is provided to Trustees under separate cover. Expenditures under this Agreement are limited to \$28,500, funded by special education funds.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Mark Miller, Assistant Superintendent, SELPA and Special Education Operations

24. SPECIAL EDUCATION SETTLEMENT AGREEMENT:

Approval of the ratification of special education Settlement Agreement Case #2011030307. Due to the confidential nature of the Agreement, supporting information is provided to Trustees under separate cover. Proceeds from this Agreement are \$15,000.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Mark Miller, Assistant Superintendent, SELPA and Special Education Operations

25. SPECIAL EDUCATION SETTLEMENT AGREEMENTS:

Approval of the ratification of special education Settlement Agreement Case #2015090798 and Informal Dispute Resolution Case #20151005. Due to the confidential nature of the Agreements, supporting information is provided to Trustees under separate cover. Expenditures under these Agreements are limited to \$7,300, funded by special education funds.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Mark Miller, Assistant Superintendent, SELPA and Special Education Operations

26. 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 \$9,297,466.59 and the commercial warrants total \$18,767,188.88. 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 WIG 3: Facilities – Optimize facilities and learning environments for all students.

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

27. **INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:** Page 225
EXHIBIT 27
- Approval of the District standardized Independent Contractor, Professional Services, Master Contract, and Field Service Agreements. 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 \$6,100, seven ratifications of new agreements totaling \$200,477.53, four extension ratifications to an existing agreements totaling \$75,000, and five amendment ratifications to an existing agreements totaling \$211,572. 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. Agreement Listing is attached.
- CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***
- CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.***
- CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.***
- Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**
28. **DONATION OF FUNDS AND EQUIPMENT:** Page 407
EXHIBIT 28
- Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$260,822.28 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 WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***
- Contact: Clark Hampton, Deputy Superintendent, Business and Support Services**
29. **AUTHORIZATION OF COACHES TO PROVIDE FIRST SEMESTER PHYSICAL EDUCATION CREDIT:** Page 409
EXHIBIT 29
- Approval of teachers who are credentialed in subjects other than physical education (PE) to provide PE credit to students in that respective sport. Districts may assign a teacher with a credential in a subject area other than PE to coach a competitive sport and award PE credit to students. State law requires that such teachers be full-time employees of a district, complete a minimum of 20 hours of first-aid instruction, have training on the harmful effects of steroid use, and be approved by the Board of Trustees. It has been determined all teachers who do not hold a physical education credential, but are assigned coaching activities for which such credit is given, are full-time employees of the District, and have completed cardiopulmonary resuscitation, first-aid instruction and concussion training. Coaching stipends are budgeted and funded through the general fund or booster club donations. There is no financial impact.
- CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.***
- Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services**
30. **AWARD BID NO. 1516-06, COMPRESSED NATURAL GAS FUELING DISPENSER AT ALISO VIEJO TRANSPORTATION CENTER – FUELING AND SERVICE TECHNOLOGIES, INCORPORATED** Page 411
EXHIBIT 30
- Approval of Award of Bid No. 1516-06, Compressed Natural Gas (CNG) Fueling Dispenser at Aliso Viejo Transportation Center to Fueling and Service Technologies, Incorporated (FASTECH). On April 22, 2015, the Board of Trustees authorized staff to advertise for bids to construct a CNG facility comprising of a dispensing facility

with the capacity of at least twenty (20) filling hoses. Eight entities registered and downloaded the bid documents and five bids were received and opened on October 27, 2015, which are listed in Exhibit A. The five bidders include: Amtek Construction; Diversified Project Services International, Incorporated; FASTECH; GP Strategies Corporation; and Tomco LLC. This bid is awarded on the basis of lowest price for the project, FASTECH at \$777,829. This project will be funded by a portion of the proceeds of the 2C Liberty property sale. 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 WIG 3: Facilities – Optimize facilities and learning environments for all students.

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

31. MEMORANDUM OF UNDERSTANDING WITH ELLIOT PAUL SCHLANGE, DDS FOR SCHOOL-BASED DENTAL CARE: Page 413
EXHIBIT 31

Approval of the Memorandum of Understanding (MOU) for School-Based Dental Care to provide comprehensive, preventative and restorative dental services to students. The MOU allows Elliot Paul Schlang, DDS, a professional organization to offer diagnostic, preventative, and restorative dental services, as well as instruction on the proper method of brushing and flossing. The District will provide space at an elementary school site, and will assist in providing notification to families of students regarding the onsite dental care services, parental permission slips, and other materials. The dental provider will submit evidence of appropriate liability insurance and licensure. There will be no financial impact.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Interim Assistant Superintendent, Education Services

32. QUARTERLY REPORT – WILLIAMS SETTLEMENT UNIFORM COMPLAINT: Page 417
EXHIBIT 32

Acceptance of Williams Settlement First Quarter Report. As a result of the Williams Settlement, Education Code §35186 mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or misassignments, facility conditions posing a threat to student/staff health or safety, and instruction and services for the California High School Exit Examination. Furthermore, the law requires any deficiencies or complaints be reported to the Board of Trustees at a regularly scheduled public meeting each quarter. During the first quarter, one complaint was filed.

CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.

Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services

PERSONNEL SERVICES

33. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES: Page 419
EXHIBIT 33

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 WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services

34. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:

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 WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: John A. Roach, Interim Assistant Superintendent, Personnel Services

Motion by _____ Seconded by _____

ROLL CALL:

Student Advisor Sorensen	_____	Trustee McNicholas	_____
Trustee Alpay	_____	Trustee Hanacek	_____
Trustee Pritchard	_____	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, DECEMBER 9, 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