

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

REVISED
10/9/15

October 14, 2015

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

AGENDA

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

Kirsten M. Vital/Leona Olson/Clark Hampton

Employee Organization:

- 1) Capistrano Unified Education Association (CUEA)
- 2) California School Employees Association (CSEA)
(Pursuant to Government Code §54957.6)

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(Pursuant to Government Code §54957)

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Superintendent

(Pursuant to Government Code §54957)

D. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS

(Pursuant to Government Code §54956.8)

31522 El Camino Real San Juan Capistrano California 92675

PUBLIC HEARING:

Agenda Item #1 Resolution No. 1516-13, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2015-2016.

Agenda Item #3 Resolution No. 1516-23, Convey an Easement to the City of San Clemente.

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

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

PUBLIC HEARING

1. **PUBLIC HEARING: RESOLUTION NO. 1516-13, STATEMENT OF ASSURANCE FOR INSTRUCTIONAL MATERIALS REALIGNMENT FUND, FISCAL YEAR 2015-2016:** INFORMATION/
DISCUSSION

The Board will conduct a public hearing on adopting Resolution No. 1516-13, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2015-201 supporting documentation information is located in Exhibit 2.

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 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. **RESOLUTION NO. 1516-13, STATEMENT OF ASSURANCE FOR INSTRUCTIONAL MATERIALS REALIGNMENT FUND, FISCAL YEAR 2015-2016:** DISCUSSION/
ACTION
Page 1

Education Code §60119 specifies a public hearing shall be held in order to receive funding for the Pupil Textbook and/or Instructional Materials Realignment Program and encourages participation by parents, teachers, members of the community, and bargaining unit leaders. Education Code §60252 specifies all purchases of instructional materials made from State Instructional Materials Fund shall conform to the law and applicable rules and regulations. The Board of Trustees shall make a determination through a resolution as to whether each pupil in each school in the District has sufficient textbooks and/or instructional materials in each of the following subject areas: English/Language Arts, History/Social Science, Health, Mathematics, Science, World Languages, and science laboratory equipment. 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: 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.

EXHIBIT 2

Following discussion, it is recommended the Board of Trustees adopt Resolution No.1516-13, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2015-2016.

Motion by _____ Seconded by _____

ROLL CALL:

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

3. PUBLIC HEARING: RESOLUTION NO. 1516-23, CONVEY AN EASEMENT TO THE CITY OF SAN CLEMENTE: INFORMATION/ DISCUSSION

The Board will conduct a public hearing on adopting Resolution No. 1516-23, to convey an easement to the City of San Clemente on a portion of property owned by the District located at 189 Avenida La Cuesta, San Clemente, CA 92672 and 700 Avenida Pico, San Clemente, CA 92673 pursuant to Education Code §17556 *et seq.* in order for the City to install and maintain landscaping, hardscaping, vegetation, irrigation and related improvements consistent with use as a public park. Supporting documentation information is located in Exhibit 4.

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

4. RESOLUTION NO. 1516-23, CONVEY AN EASEMENT TO THE CITY OF SAN CLEMENTE: DISCUSSION/ ACTION

Approval to Convey an Easement to the City of San Clemente on a portion of the property owned by the District in order for the City to install and maintain landscaping, hardscaping, vegetation, irrigation, and related improvements consistent with use as a public park. The City of San Clemente’s (City) Verde Park is an approximately 3-acre park site that includes a tennis court, playground equipment, picnic benches, sidewalks, parking area, and a large turf area. San Clemente High School Upper Campus is located on the west side adjacent to Verde Park. In April 2014, the City of San Clemente hired an arborist to conduct an arboricultural assessment of the Verde Park trees. During the evaluation, it was discovered a portion of Verde Park was constructed on District property. The Board of Trustees is considering granting an easement to the City on a portion of the property owned by the District located at 189 Avenida La Cuesta, San Clemente, CA 92672 and 700 Avenida Pico, San Clemente, CA 92673 in order for the City to install and maintain landscaping, hardscaping, vegetation, irrigation, and related improvements consistent with use as a public park.

Pursuant to Education Code §17556 *et. seq.*, the Board, at its September 23, 2015 meeting, adopted Resolution No. 1516-20 indicating its intention to convey the Easement to the City of San Clemente and calling a noticed “Public Hearing” to address the issue of whether the District should convey the Easement to the City of San Clemente (Resolution of Intent). The Resolution of Intent established that the Public Hearing would be held during the Board’s October 14, 2015 meeting and directed the Superintendent or Superintendent’s designee, to provide notice of Public Hearing as required by Education Code §17558. The District complied with the notice requirements by posting three copies of the Resolution of Intent, signed by a majority of the Board members, in three public places by October 4, 2015 (ten days before the Public Hearing), and by publishing notice of the Public Hearing in the *Orange County*

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EXHIBIT 4

Register by October 9, 2015 (five days before the Public Hearing). The Board will now hold the Public Hearing. The Board, having both adopted its Resolution of Intent, as required by Education Code §17557, and held a public hearing on whether to convey the Easement to the City of San Clemente as required by Education Code §17558, may then consider whether to convey the Easement to the City of San Clemente, unless the Board receives a petition signed by at least ten percent of the qualified voters within the District (Protest Petition) objecting to the proposed conveyance. Absent receipt of a Protest Petition, the Board may consider the adoption of Resolution No. 1516-23 authorizing the conveyance of the Easement to the City of San Clemente, pursuant to Education Code §17559. If a Protest Petition is received, then the Board must postpone any decision on whether to convey the Easement to the City of San Clemente and first submit the question of whether to convey the Easement to the Orange County Superintendent of Schools. If the Superintendent of Schools approves the Easement, then the Board may consider approval of the conveyance. If the Superintendent disapproves of the Easement, its decision is final and the District may not convey the Easement. This Resolution to Convey an Easement to City of San Clemente must be approved by a vote of at least two-thirds of all the members of the Board.

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 this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1516-23, Convey an Easement to the City of San Clemente.

Motion by _____ Seconded by _____

ROLL CALL:

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

DISCUSSION/ACTION ITEMS

5. STAFF PROPOSAL FOR THE 2016-2017 SCHOOL CALENDAR:

On March 11, 2015 the Board of Trustees approved the 2016-2017 School Calendar. After Community feedback the Board directed staff to re-engage the community and bring back two additional calendar options for consideration. Option A is the currently approved 2016-2017 School Calendar. Option B is the 2016-2017 School Calendar modeled after the 2015-2016 School Calendar with an August 22, 2016 start date and the semester ending in January. Option C is the 2016-2017 School Calendar with an August 22, 2016 start date with the semester ending in December. Staff will present the three calendar options for the Board to consider as directed at the September 23 Board meeting. In addition, staff will review the proposed revised calendar engagement process for 2017-2018 and beyond.

DISCUSSION/
ACTON
Page 47
EXHIBIT 5

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

Contact: Michelle Benham, Principal

Staff Recommendation

It is recommended the Board President recognize Principal Michelle Benham, to present this item.

Following discussion, it is recommended no action is taken unless the Board of Trustees is changing the 2016-2017 School Calendar listed above as Option A.

Motion by _____ Seconded by _____

ROLL CALL:

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

6. APPROVAL OF DESIGNATED REPRESENTATIVES TO THE SOUTH ORANGE COUNTY REGIONAL CONSORTIUM FOR ADULT EDUCATION: DISCUSSION/
ACTION

Approval of Designated Representatives to the South Orange County Regional Consortium for Adult Education. In 2013-2014, the State Budget included a two year, \$25 million state-wide adult education planning grant. AB 86 provided the legislative language as to the use of planning grant funds and the development, goals and structure of regional consortiums. Under the planning grant, the South Orange County Regional Consortium was created consisting of: Irvine Valley College, Saddleback College, Saddleback Valley Unified School District, Capistrano Unified School District, Tustin Unified School District, Laguna Beach Unified School District, and Irvine Unified School District. To transition from planning to implementation, the 2015-2016 State Budget includes a \$500 million Adult Education Block Grant (AEBG) to be allocated among regional consortiums to implement each Adult Education consortium’s plan. AB 104 provides legislative language as to the use of AEBG funds and the structure and governance of local consortiums. AB 104 also states that “members of the consortium shall be represented only by an official designated by the governing board of the member.” Officials from the District are necessary to ensure their full participation in the decision making process to implement the adult education plan supported by the AEBG.

CUSD WIGS 1: Teaching and Learning – Engage students in a meaningful, challenging, and innovative educational experience resulting in increased post-secondary options for all students.

Contacts: 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 Superintendent Kirsten Vital or her designee as the official designated representative to the South Orange County Regional Consortium.

Motion by _____ Seconded by _____

7. TECHNOLOGY PLAN 2015-2018: INFORMATION/
DISCUSSION
Page 59
EXHIBIT 7

This presentation will provide the Trustees with an overview of the District Technology Plan for 2015-2018. Staff will present the process, stakeholders, and goals of the plan for the next three school years.

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

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.

8. RESIDENCY VERIFICATION UPDATE:

Last spring, the District implemented a Residency Verification Program at the impacted Ladera Ranch Schools. The process began by requesting proof of residency. The District followed up on suspicious or incomplete documentation. Concurrently, a Fraudulent Address Reporting System was implemented. The District contracted with a private investigator to conduct home visits. Staff recommends continuing the address verification and investigation program in Ladera Ranch. Staff also proposes implementation of a District residency verification form. The recommendation is to pilot the form at additional impacted sites per Board direction.

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 Residency Verification Form.

Motion by _____ Seconded by _____

9. DISCUSSION REGARDING UPCOMING WIGS:

At the June 10, 2015 Board meeting, the Board of Trustees discussed and adopted the District's new vision, mission, and Wildly Important Goals. At the Board meeting on October 14, 2015, staff will present proposed District WIGs for Facilities. Board WIG Facilities - Optimize facilities and learning for all students. On October 14, 2015, staff will present proposed District WIGs for Communications. Board WIG Communications - Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions. And on October 28, 2015, staff will present proposed District WIGs for Teaching and Learning. Board WIG Teaching and Learning - Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students. In addition, District staff is in the process of aligning all District plans, management evaluations, and site and department work plans to our WIGs. All WIGs will be finalized for Board of Trustees approval at the November 18, 2015 Board meeting.

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

Contact: Ryan Burris, Public Information Officer

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy

DISCUSSION/
ACTION
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EXHIBIT 8

INFORMATION/
DISCUSSION
Page 121
EXHIBIT 9

Superintendent, Business and Support Services, and Ryan Burris, Public Information Officer, 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 – BOARD POLICY 2400, WHISTLEBLOWING AND REPORTS OF SUSPECTED WRONGDOING:

At the Board of Trustees' request, staff was directed to create a Whistleblower Board Policy to clarify a process for District employees and others to report suspected unlawful and other improper conduct. Board Policy 2400 – *Whistleblowing and Reports of Suspected Wrongdoing* is created to provide the District, The Board, and employees clear avenues to report suspected unlawful and other improper conduct, without the fear of retaliation as well as define the processes used to investigate such reports.

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

Contact: Leona Olson, Assistant Superintendent, Personnel Services

Staff Recommendation

It is recommended the Board President recognize Leona Olson, Assistant Superintendent, Personnel Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve Board Policy 2400, *Whistleblowing and Reports of Suspected Wrongdoing*.

Motion by _____ Seconded by _____

11. FIRST READING – REVISIONS TO BOARD POLICY 5162(a), ADMINISTERING MEDICATION:

As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code §49414 requires districts 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.

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.

12. THIRD 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. Additional revisions requested by Trustees during the second reading of this item have been made. There is no financial impact. Changes are underlined; deletions are struck through.

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

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

DISCUSSION/
ACTION

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EXHIBIT 10

INFORMATION/
DISCUSSION

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EXHIBIT 11

DISCUSSION/
ACTION

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EXHIBIT 12

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 Third Reading Revisions to Board Policy 1330, *Use of Facilities*.

Motion by _____ Seconded by _____

- 13. **RESOLUTION NO. 1516-24, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AUTHORIZING THE PREPAYMENT OF THE MISSION VIEJO PORTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT 2012 REFUNDING CERTIFICATES OF PARTICIPATION AND APPROVING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH:**

DISCUSSION/
ACTION
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EXHIBIT 13

The Board of Trustees is asked to approve Resolution No. 1516-24, authorizing prepayment of a portion of the 2012 Refunding Certificates of Participation. Taking this action will save the District more than \$500,000 of interest costs over the next ten years, through December 1, 2025.

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

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1516-24, Resolution of the Board of Trustees of the Capistrano Unified School District Authorizing the Prepayment of the Mission Viejo Portion of the Capistrano Unified School District 2012 Refunding Certificates of Participation and Approving Certain Other Actions in Connection Therewith.

Motion by _____ Seconded by _____

ROLL CALL:

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

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

- 14. **SCHOOL BOARD MINUTES:**
Approval of the Minutes of the September 9, 2015, regular Board meeting.
Contact: Teresa Teichman, Manager, Board Office Operations

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EXHIBIT 14

15. **SCHOOL BOARD MINUTES:** Page 179
EXHIBIT 15
 Approval of the Minutes of the September 23, 2015, special Board meeting.
Contact: Teresa Teichman, Manager, Board Office Operations
16. **MEMORANDUM OF UNDERSTANDING WITH WESTERN YOUTH SERVICES-OUTREACH AND ENGAGEMENT:** Page 181
EXHIBIT 16
 Approval of the ratification of the Memorandum of Understanding (MOU) with Western Youth Services, Incorporated (WYS). WYS has received a contract with Orange County Health Care Agency (OCHCA) for South County Outreach and Engagement. Our target population will be our most at-risk students. The intent is to have WYS program specialist support the following programs:
1. Alternative to Suspension (ATS): provide life skills curriculum 2-3 days per week for 45 minutes – 1 hour each day.
 2. Expulsion rehabilitation: assign a case worker to each expelled student assisting them in accessing county resources (counseling, mental health, drug and alcohol rehabilitation).
 3. School Attendance Review Board (SARB): a WYS program specialist will sit on the SARB panel and offer county resources to assist families with habitual truancy issues.
- This program will be funded through Orange County Mental Health Services Act and will allow WYS to support our students at no additional cost to the District.
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

CURRICULUM & INSTRUCTION

17. **LOCAL CONTROL ACCOUNTABILITY PLAN PARENT ADVISORY COMMITTEE:** Page 185
EXHIBIT 17
 Approval of the Local Control Accountability Plan (LCAP) Parent Advisory Committee (PAC) members. The Local Control Funding Formula, California’s school funding model, requires the development of an LCAP that links spending to specific district goals for student achievement. Districts are held accountable to the specific ways in which money is spent and how those decisions are improving student outcomes. A key aspect of the LCAP process is the engagement of and consultation with specific parent/guardian groups, including representation of foster-youth and low socio-economic status students. One way this is facilitated is through the formation of a PAC. The LCAP PAC will meet regularly to review the sections of the LCAP and provide ongoing input into the monitoring and revision of the LCAP. Applications for membership were available between September 21, 2015, and October 2, 2015, at all school sites, the Education Center reception desk, and on the District website.
CUSD WIG 2: Communications: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
Contact: Susan Holliday, Interim Assistant Superintendent, Education Services
18. **APPROVAL OF REMAINING HONORS COURSE IMPLEMENTATION PLAN:**
 Approval of Remaining Honors Courses Implementation Plan. The Board of Trustees has approved the addition of Honors Biology, Honors Chemistry and Honors World History into the District’s Course Catalog. These courses are brand new courses currently under development by Curriculum Specialists and course lead teachers. Upon completion, the three courses will be submitted to the University of California Doorways Articulation Unit (Doorways) for consideration as honors courses. Although there are a variety of District high schools offering an Accelerated version of

these courses, the courses that will be submitted to Doorways will be significantly different and more rigorous than the existing Accelerated versions. Therefore, upon approval of this item, these final three honors courses will not be considered for retroactive honors status for District or transfer students who may have taken an Accelerated version as the Accelerated versions are not the equivalent of the new honors versions. It is recommended that Honors Biology, Honors Chemistry and Honors World History be approved as the final three honors courses with the additional recognition that retroactive recognition of honors status cannot be granted. At the Board of Trustees special workshops in 2016, the Board of Trustees will review next steps on High School Graduation requirements, courses, and college and career planning.

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

19. EARLY LEARNING INITIATIVE GRANT WITH THE ORANGE COUNTY DEPARTMENT OF EDUCATION FOR THE PURPOSE OF PROVIDING TRAINING AND TECHNICAL ASSISTANCE: Page 187
EXHIBIT 19

Approval of the Early Learning Initiative Grant with the Orange County Department of Education. This Agreement provides training and technical assistance for quality improvement for the Early Childhood Programs. This Agreement provides funding of \$1,200 for both 2015/2016 and 2016/2017 school years for a total of \$2,400. The Grant funding provides reimbursement for conferences, instructional supplies, and equipment.

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

20. FIELD EXPERIENCE/STUDENT TEACHING AGREEMENT – AZUSA PACIFIC UNIVERSITY: Page 197
EXHIBIT 20

Approval of unpaid field experience/student teaching agreement with Azusa Pacific University for placement of teaching candidates. During the school year, master educators are selected to work with teaching candidates to fulfill the fieldwork/student teaching requirements at various institutes of higher education. Fieldwork/student teaching experience is necessary to earn a teaching credential.

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

21. CLINICAL TRAINING AFFILIATION AGREEMENT WITH MISSION HOSPITAL: Page 209
EXHIBIT 21

Approval of the Clinical Training Affiliation Agreement with Mission Hospital to provide an internship program that assists young adults from the Adult Transition Program with job training opportunities and direct exposure to work experience in a structured setting. The Agreement will provide services as indicated in the Agreement. The term of this Agreement is September 1, 2015 through August 31, 2017. 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: Mark Miller, Assistant Superintendent, SELPA and Special Education Operations

BUSINESS & SUPPORT SERVICES

22. **PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD – APPROVED BIDS AND CONTRACTS:** Page 223
EXHIBIT 22
 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 \$8,040,946.62 and the commercial warrants total \$6,120,496.78. 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
23. **INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:** Page 267
EXHIBIT 23
 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 \$41,000, fourteen ratifications of new agreements totaling \$1,778,324.70, eight extension ratifications to existing agreements totaling \$335,030, and five amendment ratifications to existing agreements totaling \$110,000. 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 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
24. **DONATION OF FUNDS AND EQUIPMENT:** Page 447
EXHIBIT 24
 Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$265,922.16 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
25. **AMENDMENT #1 TO AGREEMENT NO. 40909 FOR ORANGE COUNTY CAREER PATHWAYS PARTNERSHIP PROGRAM WITH ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 449
EXHIBIT 25
 Approval of Amendment #1 to Agreement No. 40909 for Orange County Career Pathways Partnership (OCCPP) Program with Orange County Superintendent of Schools to modify the requirements for completing work plans in years 2 through 4 of the grant, establish policies for a quarterly reimbursement system for the distribution of funds to partners for years 2 through 4, specify restrictions on the amounts of funds that can be carried over for years 2 through 4, and establish reporting requirements to assure compliance with all California Department of Education regulations. There is no general fund financial impact associated with this item. Costs will be paid from site funds or locally generated revenue.

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, Educational Services

26. FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM SPECIAL EDUCATION STUDY AGREEMENT:

Page 457
EXHIBIT 26

Approval of the Study Agreement with the Fiscal Crisis and Management Assistance Team (FCMAT) will assist the District in evaluating its special education program for effectiveness and efficiency. The FCMAT will provide services at the rates indicated in the Agreement. The term of this Agreement is January 1, 2016 through June 30, 2016. Total expenditures under this contract are estimated to be \$29,500, paid by one-time 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: Clark Hampton, Deputy Superintendent, Business and Support Services

27. INCOME AGREEMENT NO. 42123 - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:

Page 463
EXHIBIT 27

Approval of Income Agreement No. 42123 with Orange County Superintendent of Schools to provide translation and interpretation services for District students. The contractor will provide services at the rates indicated in the Agreement. The term of this Agreement is July 1, 2015 through June 30, 2016. Annual expenditures under this contract are limited to \$10,000, paid 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: Clark Hampton, Deputy Superintendent, Business and Support Services

28. GLENDALE UNIFIED SCHOOL DISTRICT BID NO. P-16 14/15 SCHOOL FURNISHINGS, OFFICE FURNISHINGS, AND ACCESSORIES – JONES CAMPBELL CO. INC. DBA CAMPBELL KELLER:

Approval to utilize Glendale Unified School District Bid No. P-16 14/15 School Furnishings, Office Furnishings, and Accessories for the purchase of furniture and related products from Jones Campbell Co. Inc. DBA Campbell Keller, as needed, under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for furniture and related products, as needed, throughout the District. Anticipated annual expenditures utilizing this contract are estimated to be approximately \$750,000. Funding for these expenditures may be from a variety of available sources, including, but not limited to, one-time funds from the general fund. The actual amount of expenditures under the piggyback contract may be more or less than the stated amount, depending on the availability of funding. 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 bids when contract 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's 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

29. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION:

Approval of special education Informal Dispute Resolution Case #063515. Due to the confidential nature of this Agreement, supporting information is provided to Trustees

under separate cover. Expenditures under this Agreement are limited to \$119,572, 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

30. SPECIAL EDUCATION SETTLEMENT AGREEMENTS:

Approval of the ratification of special education Settlement Agreement Case #2015050575, Settlement Agreement Case #2015080235, Settlement Agreement Case #2015090091, Settlement Agreement Case #2016060080, Informal Dispute Resolution Case #071215, Informal Dispute Resolution Case #081415, Informal Dispute Resolution Case #081615, and Informal Dispute Resolution Case #093615. Due to the confidential nature of the Agreements, supporting information is provided to Trustees under separate cover. Expenditures under these Agreements are limited to \$49,472, 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

31. GOVERNMENT CLAIM: No. EMP 1501209 DP

Rejection of Government Claim: No. EMP 1501209 DP. This agenda item pertains to a claim filed against the District by Sessions Kimball, Don D. Sessions, Attorney at Law. This claim is based upon alleged discrimination towards claimant by District. Rejection of this claim does not have any financial implications on the general fund budget and establishes procedural timelines. Due to the confidential nature of this item, the supporting information for this item is provided to Trustees under separate cover.

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

Contact: Leona Olson, Assistant Superintendent, Personnel Services

32. STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-15-78-0013E, GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-03F-0071T, FITNESS EQUIPMENT AND PARK AND PLAYGROUND EQUIPMENT, DAVE BANG ASSOCIATES INCORPORATED OF CALIFORNIA:

Approval to utilize the State of California Multiple Award Schedule (CMAS) Contract No. 4-15-78-0013E, General Services Administration schedule GS-03F-0071T, for the purchase of fitness equipment and park and playground equipment, from Dave Bang Associates Incorporated of California, as needed, under the same terms and conditions of the public agency's contract. This contract provides set pricing for fitness equipment and park and playground equipment, as needed, throughout the District. Anticipated annual expenditures utilizing this contract are approximately \$250,000, funded through various sources, including, but not limited to, gift funds, site funds, grants, and general funds. The actual amount of expenditures under the piggyback contract may be more or less than the stated amount, depending on the availability of funding. 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 bids when contract items are identical to the District's specifications. Using piggyback contracts save time and often provide 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 WIG 3: Facilities – Optimize facilities and learning environments for all

students.

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

33. STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NUMBERS 3-14-58-0215D, 3-14-58,0215E, AND 3-14-58-0215F, GENERAL SERVICES ADMINISTRATION SCHEDULE NUMBERS GS-03F-0058T, GS-35F-0037M, AND GS-03F-0010L FOR INFORMATION TECHNOLOGY GOODS AND SERVICES, DIGITAL NETWORKS GROUP, INCORPORATED:

Approval to utilize State of California Multiple Award Schedule (CMAS) contract numbers 3-14-58-0215D, 3-14-58-0215E, and 3-14-58-0215F, General Services Administration schedule numbers GS-03F-0058T, GS-35F-0037M, and GS-03F-0010L, for the purchase of information technology goods and services, from Digital Networks Group, Incorporated, as needed, under the same terms and conditions of a public agency's contracts. These contracts provide set pricing for information technology goods and services, as needed, throughout the District. Anticipated annual expenditures utilizing these contracts are approximately \$250,000, funded through various sources, including, but not limited to, gift funds, site funds, grants, and general funds. The actual amount of expenditures under the piggyback contracts may be more or less than the stated amount, depending on the availability of funding. School boards have the authority to "piggyback" on another public agency's bid, per Public Contract Code §20118 and §10298, when it is in the best interest of a district. It is often advantageous to utilize piggyback bids when contract items are identical to the District's specifications. Using piggyback contracts save time and often provide lower prices than a single jurisdiction would be able to obtain. Due to the size of the contracts and awards, 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

34. AWARD BID NO. 1516-09, NEWHART MIDDLE SCHOOL HVAC REPLACEMENT – NKS MECHANICAL CONTRACTING, INCORPORATED:

Approval of Award of Bid No. 1516-09, Newhart Middle School HVAC Replacement to NKS Mechanical Contracting, Incorporated. On June 24, 2015, the Board of Trustees authorized staff to advertise for bids for air conditioning equipment and installation. Ten entities registered and downloaded the bid documents; four bids were received and opened on September 22, 2015. The four bidders include: AP Construction Group, Incorporated; Air-Ex Air Conditioning, Incorporated; Bon Air, Incorporated; and NKS Mechanical Contracting, Incorporated. A list of the received bids is provided in the Bid Summary, as Exhibit A. NKS Mechanical Contracting, Incorporated is the lowest responsive, responsible bidder at \$482,000, funded by Fund 40, Mission Viejo RDA funds. 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

35. MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT, SOUTH LAGUNA NIGUEL ROTARY CLUB, AND AYUDA INTERNATIONAL FOR A FREE DENTAL CLINIC:

Approval of the Memorandum of Understanding (MOU) between the District, South Laguna Niguel Rotary Club (Rotary), a California nonprofit corporation, and Ayuda International (Ayuda), a California nonprofit corporation, for the purpose of providing comprehensive, free dental services to students, adults, and families referred by

District staff. The Agreement allows the Rotary and Ayuda to provide diagnostic, preventative, and restorative dental services, as well as instruction on the proper method of brushing and flossing. The District will provide space at Niguel Hills Middle School, and the school will assist in providing notification to families of students regarding the onsite dental care services, parental permission slips, and other materials. Rotary and Ayuda have appropriate liability insurance and will hold the District harmless. 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: Clark Hampton, Deputy Superintendent, Business and Support Services

PERSONNEL SERVICES

- 36. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED** Page 471
EXHIBIT 36
EMPLOYEES:

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: Leona Olson, Assistant Superintendent, Personnel Services

- 37. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED** Page 473
EXHIBIT 37
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: Leona Olson, 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, OCTOBER 28, 2015, 7:00 P.M. AT THE CAPISTRANO UNIFIED SCHOOL DISTRICT OFFICE BOARD ROOM, 33122 VALLE ROAD, SAN JUAN CAPISTRANO, CALIFORNIA

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.