

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

REVISED

BOARD OF TRUSTEES
Regular Meeting

February 22, 2017

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 LEGAL COUNSEL – ANTICIPATED LITIGATION

Janie Hoy/Sara Young

Attorney – Ernest Bell

Significant Exposure to Litigation – Three Cases

IDR Case Number 20161216

IDR Case Number 20161222

IDR Case Number 20170202

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

EXHIBIT A-1

EXHIBIT A-2

EXHIBIT A-3

Clark Hampton

Attorney – Ernest Bell

Significant Exposure to Litigation – One Case

Government Claim No. LBI1603144MH

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

EXHIBIT A-4

Attorney – David Huff

Significant Exposure to Litigation – One Case

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

EXHIBIT A-5

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Janie Hoy/Sara Young

Attorney - Ernest Bell

Significant Exposure to Litigation – Four Cases

OAH Case Number 2016080290

OAH Case Number 2016100058

OAH Case Number 2016110935

OAH Case Number 2016120063

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

EXHIBIT B-1

EXHIBIT B-2

EXHIBIT B-3

EXHIBIT B-4

C. BOARD POLICY 4301 APPEAL TO THE BOARD REGARDING DISCRIMINATION COMPLAINT AGAINST EMPLOYEES

Gordon Amerson

(Pursuant to Government Code § 54957)

EXHIBIT C-1

D. STUDENT EXPULSIONS

Mike Beekman
Four Cases
Case Number 2017-022
Case Number 2017-023
Case Number 2017-024
Case Number 2017-025
Case Number 2017-027

EXHIBIT D-1
EXHIBIT D-2
EXHIBIT D-3
EXHIBIT D-4
EXHIBIT D-5

E. STUDENT READMISSIONS

Mike Beekman
One Case
Case Number 2016-026

EXHIBIT E-1

F. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Gordon Amerson
Two Cases
(Pursuant to Government Code § 54957)

EXHIBIT F-1

G. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

District Negotiators: Kirsten M. Vital and Clark Hampton
Attorney: Andreas Chialtas
Financial Advisor: Keith Weaver
Real Estate Consultant: George Peterson
Property: 7.3 Acre Camino Las Ramblas, Pacifica San Juan, San Juan Capistrano
Negotiating Party: CalAtlantic Homes
Under Negotiations: Price and Terms of Payment
(Pursuant to Education Code § 54956.8)

EXHIBIT G-1

PUBLIC HEARING:

Agenda Item 1: California Department of Education Waiver Approval to Offer a Modified Instructional Day Transitional Kindergarten Program at Kinoshita Elementary School.

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

Extra Miler

Christopher Dollar for his dedication to the students at Capistrano Valley High School and his selection by the University of Chicago for their Outstanding Educator Award.

Associated Student Body

Junipero Serra High School
Meg Ervais, Principal
Gabriela Diaz, Student Leader

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: CALIFORNIA DEPARTMENT OF EDUCATION WAIVER APPROVAL TO OFFER A MODIFIED INSTRUCTIONAL DAY TRANSITIONAL KINDERGARTEN PROGRAM AT KINOSHITA ELEMENTARY SCHOOL:

The Board will conduct a public hearing on the waiver approval to offer a modified instructional day Transitional Kindergarten program at Kinoshita elementary school. Supporting information is located in Exhibit 15.

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, Associate 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 this item, and after hearing any speakers, formally close the hearing before proceeding to the next agenda item.

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.

BUSINESS AND SUPPORT SERVICES

2. DONATION OF FUNDS AND EQUIPMENT:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$305,999.63 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.

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

Page 1

EXHIBIT 2

3. 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 \$4,383,186.94 and the commercial warrants total \$20,279,726.33. 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 warrants, by vendor, exceeding \$250,000.

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

Page 5

EXHIBIT 3

4. **INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE AND MASTER CONTRACT AGREEMENTS:** Page 58
EXHIBIT 4
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 six new agreements totaling \$144,307.08 and six amendments to existing agreements totaling \$618,500. 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.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
5. **ALISO VIEJO COMMUNITY ASSOCIATION LIMITED USE AND MAINTENANCE AGREEMENT FOR WINTER 2017:** Page 212
EXHIBIT 5
Approval of the ratification of the Aliso Viejo Community Association Limited Use and Maintenance Agreement (LUMA) for Winter 2017. The Aliso Viejo Community Association owns and maintains Woodfield Park, adjacent to Aliso Niguel High School. The Winter 2017 LUMA allows the District to use Woodfield Park, baseball field #5 from mid-January until mid-May 2017 for a fee of \$400, as detailed in the LUMA. The Winter 2017 LUMA is similar to past years’ agreements relating to the use of Woodfield Park.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
6. **AMENDMENT NO. 1 TO BID NO. 1516-08, DISTRICTWIDE ROOF ASSESSMENTS AND PREVENTATIVE ROOF MAINTENANCE - WEATHERPROOFING TECHNOLOGIES, INC.:** Page 230
EXHIBIT 6
Approval of Amendment No. 1 to Bid No. 1516-08, Districtwide Roof Assessments and Preventative Roof Maintenance with Weatherproofing Technologies Inc. Services include roof assessment and roof maintenance Districtwide, including inspections and leak calls at no additional cost. The contract will be amended to reflect the additional expense associated with the additional services. The total cost under this agreement is estimated to be \$251,513, increased from \$225,000 funded by deferred maintenance. Actual expenditures may vary, depending on District needs and the availability of funding.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
7. **CALIFORNIA SCHOOL BOARDS ASSOCIATION GAMUT ONLINE SERVICE AGREEMENT AND ONLINE LICENSE AGREEMENT:** Page 238
EXHIBIT 7
Approval of GAMUT Online Service Agreement and Online License Agreement to provide web-based policy information services, incorporating the California School Boards Association (CSBA) Policy Update Reference Manual and associated services. The service includes an annual fee of \$5,410 and automatically renews with an option to cancel by providing at least 30 day written notice. The policy of some vendors is to use their own standard contract with terms and conditions specific to the specialized proposed products and services. This proposed agreement is such a contract. The total contract amount is quoted to be \$5,410 paid from the general fund.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
8. **MEMORANDUM OF UNDERSTANDING WITH ANAHEIM UNION HIGH SCHOOL DISTRICT:** Page 243
EXHIBIT 8
Approval of the Memorandum of Understanding (MOU) with Anaheim Union High School District (AUHSD) to provide special education programs and services for eligible District adult students (18 and older) who reside in group homes in AUHSD from August 10, 2016 through June 30, 2017. The District is currently projected to have two students in the AUHSD program, but the approval of the MOU allows the District to place additional students as determined by the IEP team or through a settlement agreement. Estimated cost per student is \$55,000. Annual expenditures under this MOU are limited to \$110,000 paid by special education funds.

Contact: Janie Hoy, Interim Associate Superintendent, SELPA, Special Education Services

9. **RESOLUTION NO. 1617-50, ASSET MANAGEMENT PLAN:** Page 250
Approval of Resolution No. 1617-50, Asset Management Plan. On January 18, 2017, the Board of Trustees held a Board workshop to explore various options for District owned property with the intent of generating funding for various District capital facilities' needs. This Resolution includes the actions the Board directed staff to take regarding the three subject properties. **EXHIBIT 9**
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

10. **RESOLUTION NO. 1617-56, RATIFICATION OF AGREEMENT TO PURCHASE THE ESENCIA SCHOOL SITE AND DELEGATION TO ACCEPT THE DEED:** Page 252
Approval of Resolution No. 1617-56, Ratification of Agreement to Purchase the Esencia School Site and Delegation to Accept the Deed. On November 6, 2013, the Board of Trustees adopted Resolution No. 1314-25, Resolution of the Board of Trustees of the Capistrano Unified School District Approving School Facilities Financing Agreement Relating to Planning Areas No. 1 and No. 2 and County of Orange Entitlements as to Rancho Mission Viejo Project and Related Agreements, Authorizing Execution Thereof and Delegating Authority as to Related Matters. Resolution No. 1314-25 authorized District staff to arrange for financing, comply with the California Environmental Act and secure school site entitlements. It also approved the form of the Agreement for Purchase and Sale and Escrow Instructions (PA2 School Site) (Purchase Agreement) and the form of the deed for the Esencia School site. Consistent with the School Facilities and Funding Agreement and Option to Purchase School Site, the purchase price for the Esencia School Site was determined to be \$33,860,000. This determination was shared with the Board of Trustees on February 10, 2017. **EXHIBIT 10**

With the completion of these planning efforts, the District's Deputy Superintendent, Business and Support Services executed the Purchase Agreement to open escrow and to complete the purchase on February 28, 2017. Accordingly, the Board of Trustees must ratify entering into the Purchase Agreement and delegate authority to the Deputy Superintendent, Business and Support Services to accept the executed deed for the Esencia School site. Copies of the Purchase Agreement and Form of Deed are attached as exhibits to Resolution No. 1617-56.

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

CURRICULUM & INSTRUCTION

11. **CONTRACT#: CB-00018836 COLLEGE BOARD'S COLLEGE READINESS SUCCESS CONTRACT FOR PROFESSIONAL DEVELOPMENT WORKSHOP AND MATERIALS:** Page 266
Approval of Contract #: CB-00018836 College Board's College Readiness Success Contract for professional development workshop and materials. This professional learning opportunity on May 16, 2017 will provide tailored support and best practices to high school teachers who teach Advanced Placement English and History Social Science classes. The \$4,500 cost will be funded with Educator Effectiveness funds. **EXHIBIT 11**
Contact: Susan Holliday, Associate Superintendent, Education Services
12. **HANOVER RESEARCH PARTNERSHIP AGREEMENT EXTENSION:** Page 272
Approval of the Hanover Research Partnership Agreement extension will allow the District access to research services provided by Hanover related to the evaluation of the District's Spanish Immersion and GATE Programs to include quantitative and qualitative data analysis, primary research and stakeholder feedback, secondary research and peer benchmarking. The extension will run for a six month time period from February 26, 2017 to August 25, 2017. **EXHIBIT 12**

The \$25,000 cost will be funded with general funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 13. AGREEMENT NO. 43875 FOR QUALITY RATING AND IMPROVEMENT SYSTEM 2016-2017 OF EARLY CHILDHOOD PROGRAMS WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 281
EXHIBIT 13

Approval of Agreement No. 43875 Quality Rating and Improvement System Block Grant for continuous quality improvement of early childhood programs. This agreement is based on a tiered rating structure that provides supports and incentives to reach higher levels of quality. The maximum grant funds provide \$115,075 of additional funding for the California State Preschool Program, and provides services from July 1, 2016 to June 30, 2017 related to preschool age children to improve early childhood development and school readiness services.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 14. INCOME AGREEMENT NO. 43825 - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 326
EXHIBIT 14

Approval of Income Agreement No. 43825 with Orange County Superintendent of Schools to provide the Resilient Mindful Counselor workshop (Stress Management for School Counselors and Nurses). The contractor will provide services at the rates indicated in the Agreement. The term of this Agreement is one day, May 4, 2017. Expenditures under this contract are anticipated to be approximately \$600 paid by the general fund.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 15. CALIFORNIA DEPARTMENT OF EDUCATION WAIVER APPROVAL TO OFFER A MODIFIED INSTRUCTIONAL DAY TRANSITIONAL KINDERGARTEN PROGRAM AT KINOSHITA ELEMENTARY SCHOOL:** Page 334
EXHIBIT 15

Approval of the California Department of Education Waiver to offer a modified instructional day for the Transitional Kindergarten Program at Kinoshita Elementary School, pursuant to Education Code § 37202. Transitional Kindergarten programs operated by a district must be of equal length to any kindergarten programs operated by the same district, unless there is an approved State Board of Education waiver on file. By statute, the maximum school day in kindergarten is 4 hours (Education Code § 46110). An exception to this statute allows schools that have adopted an early primary program (extended-day kindergarten) to exceed 4 hours (Education Code § 8973). The kindergarten program at Kinoshita Elementary School currently offers an extended-day kindergarten program. A waiver is needed to request a modified instructional day for the transitional kindergarten class at Kinoshita Elementary School that reflects a different schedule than the kindergarten classroom on site. The waiver would apply to the 2017-2018 school year.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 16. THIRD READING - BOARD POLICY 0420.4, CHARTER SCHOOL AUTHORIZATION:** Page 340
EXHIBIT 16

The proposed revision to Board Policy 0420.4, *Charter School Authorization*, updates and aligns the policy to Board Policy 0420.41, *Charter School Oversight*. The policy was updated to add language to require charter school board meetings take place within District boundaries. The District can require a charter school to hold board meetings within District boundaries. Government Code section § 54953 does permit meetings to take place outside of a school district's boundaries if the requirements for teleconferencing are satisfied. Changes are underlined.

Contact: Susan Holliday, Associate Superintendent, Education Services

HUMAN RESOURCE SERVICES

17. **AUTHORIZATION OF COACHES TO PROVIDE SECOND SEMESTER PHYSICAL EDUCATION CREDIT:** Page 360
EXHIBIT 17
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. There is no financial impact.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
18. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:** Page 361
EXHIBIT 18
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.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
19. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:** Page 374
EXHIBIT 19
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.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

GENERAL FUNCTIONS

20. **SCHOOL BOARD MINUTES:** Page 386
EXHIBIT 20
Approval of the September 28, 2016 Regular Board Meeting minutes.
Contact: Nicole Perez, Executive Secretary, Board Operations
21. **SCHOOL BOARD MINUTES:** Page 397
EXHIBIT 21
Approval of the October 12, 2016 Regular Board Meeting minutes.
Contact: Nicole Perez, Executive Secretary, Board Operations
22. **SCHOOL BOARD MINUTES:** Page 404
EXHIBIT 22
Approval of the October 26, 2016 Regular Board Meeting minutes.
Contact: Nicole Perez, Executive Secretary, Board Operations

DISCUSSION/ACTION ITEMS

23. **#CAPOFORWARD PRESENTATION PART THREE (OF THREE):** INFORMATION/
DISCUSSION
Page 413
EXHIBIT 23
The Board will receive a presentation regarding the “re-imagining” project for seven elementary schools (as a follow-up to the December 14, 2016 and January 25, 2017 presentations). This presentation will highlight the ongoing School of Choice process, online marketing strategies, development of metrics and professional learning. Staff will also share an update on the educational programs at Del Obispo Elementary School and Wood Canyon Elementary School.
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, Associate Superintendent, Education Services

Staff Recommendation

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

- 24. **BOARD POLICY 4031 APPEAL TO THE BOARD REGARDING INFORMATION/ DISCRIMINATION COMPLAINT AGAINST EMPLOYEES: DISCUSSION**
(Pursuant to Government Code § 54957)
CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

Staff Recommendation

It is recommended the Board President recognize Gordon Amerson, Associate Superintendent, Human Resource 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.

- 25. **RESOLUTION NO. 1617-52, NON-REELECTION OF TEMPORARY CERTIFICATED EMPLOYEES: DISCUSSION/ ACTION**
Page 432
EXHIBIT 25

The Education Code permits school districts to hire certificated employees on temporary contracts only for specific reason per § 44909, § 44918, and § 44920. The District has appropriately classified 136 certificated employees as temporary for the 2016-2017 school year. These employees are replacing other employees on leave, are serving in programs with expiring categorical funding sources, or are placeholders for regular employees who are released from their normal assignments to work in a categorical program. Education Code § 44954 requires the Board to notify temporary employees in a position requiring certification qualification of the District’s decision to release the employees from such positions prior to the next school year. The temporary release of employees, as presented in this item, is an annual process the District must utilize to ensure permanent teachers funded through categorical resources and permanent teachers on leaves of absence have a position for the succeeding school year. As the District begins staffing for the 2017-2018 school year, decisions will be made regarding how many permanent teachers will be funded through categorical resources as well how many permanent teachers will request leaves of absence, part-time contracts, and partnership assignments. As permanent teachers “temporarily” vacate their positions, temporary teachers may be rehired.

CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

Staff Recommendation

It is recommended the Board President recognize Gordon Amerson, Associate Superintendent, Human Resource Services, to present this item.

Following discussion, it is recommended that the Board of Trustees adopt Resolution No. 1617-52, Non-Reelection of Temporary Certificated Employees and authorize the District to issue notices.

Motion by _____ Seconded by _____

26. **STATE ACCOUNTABILITY OVERVIEW:** INFORMATION/
DISCUSSION
Page 437
EXHIBIT 26
- The State accountability model is shifting to focus on one continuous improvement system that meets local, state and federal needs. The three major components are: (1) Local Control Accountability Plan and Annual Update, (2) California School Dashboards, and (3) Support and Assistance System. This item will provide an overview and focus on the California School Dashboards component.

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, Associate Superintendent, Education Services

Staff Recommendation

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

27. **TRUSTEE AGENDA ITEM REQUEST:** DISCUSSION/
ACTION
Page 466
EXHIBIT 27
- Request for agenda item placement by President McNicholas to address the Board regarding possible revisions to the “Board Meeting Schedule 2016-17”.
- CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.*
- Contact: Martha McNicholas, Board President*

28. **FIRST READING - BOARD POLICY 6171, TITLE I PROGRAMS:** DISCUSSION/
ACTION
Page 468
EXHIBIT 28
- The proposed revisions to Board Policy 6171, *Title I Programs*, adds language to define the Title I Public School Choice program. Under No Child Left Behind (NCLB), Title I Public School Choice was mandated, however, under the Every Student Succeeds Act (ESSA), districts have the option to implement the program. Non-Regulatory Guidance recommends that students who previously transferred to another school under NCLB be allowed to remain at the school through the highest grade at that school. This recommendation has been included in the proposed policy. The approximate \$300,000 fiscal impact is expected to decrease over time, funded by Title I funds. Changes are underlined; deletions are struck through.

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, Associate Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 6171, *Title I Programs*.

Motion by _____ Seconded by _____

29. **FIRST READING – BOARD POLICY 5111, ADMISSION:** DISCUSSION/
ACTION
Page 473
EXHIBIT 29
- The proposed revision to Board Policy 5111, *Admission*, adds language to define eligibility for students who are enrolled in transitional kindergarten, and accredited kindergarten and first grade programs that are outside of the District offered programs but do not meet age requirements for enrollment when transferring into the District. Changes are underlined; deletions are struck through.

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, Associate Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 5111, *Admission*.

Motion by _____ Seconded by _____

30. FIRST 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 policy language as recommended by our legal counsel. The revision includes specific procedures related to the proof of residency. This proposed policy is in alignment with Education Code §35351, Assignment of Students to Particular Schools. Changes are underlined; deletions are struck through.

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, Associate Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 5111.1, *District Residency*.

Motion by _____ Seconded by _____

DISCUSSION/
ACTION
Page 477
EXHIBIT 30

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, MARCH 8, 2017, 7:00 P.M.
AT THE CAPISTRANO UNIFIED SCHOOL DISTRICT OFFICE BOARD ROOM
33122 VALLE ROAD, SAN JUAN CAPISTRANO, CALIFORNIA**

For information regarding Capistrano Unified School District, please visit our website:

www.capousd.org

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS PRESENT AT THIS MEETING

We are pleased you can be with us at this meeting, and we hope you will return often. Your visit assures us of continuing community interest in our schools.

The members of the Board of Trustees of this District are locally elected state officials, who serve four-year terms of office, and who are responsible for the educational program of our community from grades kindergarten through twelve. They are required to conduct programs of the schools in accordance with the State of California Constitution, the State Education Code, and other laws relating to schools enacted by the Legislature, and policies and procedures which this Board adopts.

The Board is a policy-making body whose actions are guided by the school district's Mission and Goals. Administration of the District is delegated to a professional administrative staff headed by the Superintendent.

The agenda and its extensive background material are studied by each member of the Board for at least two days preceding the meeting. Board Members can call the administrative staff for clarification on any item, and many of the items on the agenda were discussed by the Board during previous meetings. These procedures enable the Board to act more effectively on agenda items than would otherwise be possible.

WHAT TO DO IF YOU WISH TO ADDRESS THE BOARD OF TRUSTEES

ITEMS ON THE AGENDA. Any person may address the Board concerning any item on the agenda and may, at the discretion of the Board, be granted three (3) minutes to make a presentation to the Board at the time a specific item is under discussion. However, the time assigned for individual presentations could be fewer than three (3) minutes depending upon the total number of speakers who wish to address a specific agenda topic. Prior to the opening of the meeting, a Request to Address the Board card (located in the foyer) should be completed and submitted to the Secretary of the Board. The total time devoted to presentations to the Board shall not exceed twenty (20) minutes, unless additional time is granted by the Board. All presentations shall be heard by the Board prior to the formal discussion of the agenda topic under consideration. Once an agenda item has been opened for public comment, no additional "Request to Address the Board of Trustees" cards shall be accepted for that topic.

ORAL COMMUNICATIONS (Non-Agenda Items). Citizens may address the Board on any item not appearing on the agenda. Individual presentations are limited to three (3) minutes per individual, with twenty (20) minutes in total being devoted for this purpose, but could be less if there are a large number of Oral Communication speakers. Legally, the Board may not take action on items raised by speakers under Oral Communications. However, at its discretion, the Board may refer items to the administration for follow-up or place topics on a future Board agenda.

PUBLIC HEARINGS. Anytime the Board schedules a separate public hearing on any given topic, it shall not hear speakers on that topic before the public hearing, except as to the scheduling of the hearing, nor shall it hear speakers after the hearing, except as to changes in the policy or recommended actions which are directed at the time of the hearing.

CLOSED SESSION. In accordance with Education Code § 35146 and Government Code § 54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting.

REASONABLE ACCOMMODATION

In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Friday before the scheduled meeting. Such notification shall provide school district personnel time to make reasonable arrangements to assure accessibility to the meeting.