

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

BOARD OF TRUSTEES
Regular Meeting

June 28, 2017

Closed Session 4:30 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 4:30 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Gregory Merwin

Attorney – Ernest Bell

Significant Exposure to Litigation – One Case

IDR Case Number 20170510

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

EXHIBIT A-1

Gregory Merwin

Attorney – Jonathan Pearl

Significant Exposure to Litigation – Two Cases

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

EXHIBIT A-2

EXHIBIT A-3

B. STUDENT EXPULSIONS

Mike Beekman

One Case

Case Number 2017-060

EXHIBIT B-1

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Gordon Amerson

Two Cases

(Pursuant to Government Code § 54957)

EXHIBIT C-1

EXHIBIT C-2

D. PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT

Gordon Amerson

Principal, Elementary School

Principal, Middle School

Principal, High School

Assistant Superintendent, Curriculum and Instruction Grades 6-12, K-8, Alternative
Education

Assistant Superintendent, Curriculum and Instruction Preschool-Grade 5

(Pursuant to Government Code § 54957)

EXHIBIT D-1

EXHIBIT D-2

E. CONFERENCE WITH LABOR NEGOTIATORS

District Negotiators: Kirsten M. Vital/Gordon Amerson/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)

F. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE

Superintendent

(Pursuant to Government Code § 54957(b))

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.

*President McNicholas will teleconference into the meeting from the following location:
23 Malibu, Laguna Niguel, CA 92677*

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 HEARINGS

1. **PUBLIC HEARING: SECONDARY GRADE 9-12 ADVANCED PLACEMENT SOCIAL SCIENCE INSTRUCTIONAL MATERIALS, GRADE 9-12 SECONDARY ADVANCED PLACEMENT COMPUTER SCIENCE INSTRUCTIONAL MATERIALS:**

Page 1
EXHIBIT 1

The Board will conduct a public hearing on grade 9-12 Secondary Advanced Placement Social Science Instructional Materials; grade 9-12 Secondary Advanced Placement Computer Science Instructional Materials.

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 the item, and after hearing any speakers, formally close the public hearing.

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:** Page 4
EXHIBIT 2
Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$ 256,108.51 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash have no financial impact on the budget. The District does not guarantee maintenance of items or the expenditure of any District funds for continued use.
Contact: Clark Hampton, Deputy Superintendent Business and Support Services

- 3. PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 9
EXHIBIT 3
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 \$1,288,529.08 and the commercial warrants total \$10,772,226.16. 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

- 4. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE AND MASTER CONTRACT AGREEMENTS:** Page 57
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 thirty-three new agreements totaling \$6,972,774.75 and four amendments to existing agreements totaling \$97,000. 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.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

- 5. INDEPENDENT CONTRACTOR AGREEMENT FOR SPECIAL SERVICES - CORVEL ENTERPRISE COMP, INCORPORATED:** Page 216
EXHIBIT 5
Approval of Independent Contractor Agreement for Special Services with CorVel Enterprise Comp, Incorporated to provide workers' compensation third party administration service that includes an integrated claims administration cost containment program, with online services and other related services. This is a three-year contract, from July 1, 2017 through June 30, 2020. The contractor will provide services at the rates indicated in the agreement (Exhibit B) paid by the general fund. Expenditures under this contract are estimated to be approximately \$322,000 per year.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

- 6. AWARD BID NO. 1617-08, TWO-WAY RADIO, PUSH TO TALK & ANCILLARY EQUIPMENT & RELATED SUPPORT & MAINTENANCE SERVICES – MOBILE COMMUNICATIONS REPAIR:** Page 263
EXHIBIT 6
Approval of Award of Bid No. 1617-08, Two-Way Radio, Push to Talk & Ancillary Equipment & Related Support & Maintenance Services to Mobile Communications Repair. Two bids were received and opened on June 5, 2017 which include Mobile Communications Repair and Bear Communications, Inc., as listed in Exhibit A. Award

of bid was determined by weighted percentage of each category. For category No. 1 (Two-Way Radio), the lowest responsible and responsive bidder was determined by the lowest total extended pricing, calculated by the sum of each District estimated usage quantity multiplied by the bidder's submitted unit price, as delineated in the Bid Form and Agreement. The initial contract term is July 1, 2017 through June 30, 2018 with two one-year renewal periods, at the option of the Board of Trustees, for a total contract term not-to-exceed 36 months. Expenditures under this contract are estimated to be \$110,000 from the general fund, site funds and deferred maintenance. Actual expenditures will vary depending on District need and availability of funds.

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

7. **AWARD BID NO. 1718-01, ELECTRICAL SUPPLIES AND MATERIALS - CONSOLIDATED ELECTRICAL DISTRIBUTORS, INCORPORATED:** Page 274
EXHIBIT 7

Approval of Award of Bid No. 1718-01, Electrical Supplies and Materials to Consolidated Electrical Distributors, Incorporated to provide electrical supplies and materials for schools, classrooms and offices to be used as needed throughout the District. This bid is awarded based on lowest aggregate pricing for items most commonly purchased by the District in quantities from estimated consumption. Only one bid was received on May 30, 2017, the bid deadline. The term of the base contract is July 1, 2017 through June 30, 2018 with optional renewals for a total contract term not-to-exceed three years. Annual expenditures under this contract are estimated to be \$200,000 funded by the general fund, deferred maintenance and site funds. Actual expenditures may vary based on availability of funds and District needs.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
8. **AWARD BID NO. 1718-02, PAINTING AND OTHER COATING SERVICES - PRIME PAINTING CONTRACTORS, INCORPORATED:** Page 287
EXHIBIT 8

Approval of Award of Bid No. 1718-02, Painting and Other Coating Services to Prime Painting Contractors, Inc. Twelve contractors registered and downloaded documents; six bids were received and opened on June 2, 2017 as shown on Exhibit A. Prime Painting Contractors, Inc. is the lowest responsive, responsible bidder, as determined by a weighted job scenario evaluation, based on hypothetical District assignments. The term of the base contract is July 1, 2017 through June 30, 2018 with two one-year renewal terms at the option of the Board of Trustees. Annual expenditures utilizing this contract are estimated to be \$250,000 funded by deferred maintenance and the general fund. Actual expenditures will vary depending on District need and availability of funds.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
9. **AWARD BID NO. 1718-03, FROZEN, REFRIGERATED, PROCESSED COMMODITY, DRY FOOD AND BEVERAGE PRODUCTS AND SERVICES - GOLD STAR FOODS:** Page 296
EXHIBIT 9

Approval of Award of Bid No. 1718-03, Frozen, Refrigerated, Processed Commodity, Dry Food and Beverage Products and Services to Gold Star Foods. The lowest responsible and responsive bidder was determined by the lowest total extended pricing, calculated by the sum of each District estimated usage quantity multiplied by the bidder's submitted unit price, as delineated in the bid form and agreement. The term of the base contract is July 1, 2017 through June 30, 2018 with optional renewals for a total contract term not-to-exceed three years. Cost of services and products under this contract is estimated to be \$4,000,000 funded by Food and Nutrition Services. Actual expenditures may vary based on availability of funds and District needs.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
10. **AWARD BID NO. 1718-07, CROWN VALLEY ELEMENTARY SCHOOL PORTABLE CLASSROOMS AND RESTROOM - R. JENSEN CO., INC.:** Page 334
EXHIBIT 10

Approval of Award of Bid No. 1718-07, Crown Valley Elementary School Portable Classrooms and Restroom to R. Jensen Co., Inc. The two bids received and opened on June 19, 2017 are listed in Exhibit A. The bidder offering the lowest based price was used to determine the lowest responsive bidder. R. Jensen Co., Inc. is the lowest responsive, responsible bidder, bidding \$268,000. The project is funded by the capital facilities fund.

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

11. **AWARD OF REQUEST FOR PROPOSALS NO. 2-1718, TELECOMMUNICATIONS SERVICES (VOICE) - COX CALIFORNIA TELCOM, LLC:** Page 366
EXHIBIT 11

Approval of Award of Request for Proposals No. 2-1718, Telecommunications Services (Voice) to Cox California Telcom, LLC for various telecommunications services, including voice services. The awarded vendor was selected based on criteria specified in the Request for Proposals No. 2-1718 documents. The District received two proposals from vendors. The agreement is for the term of July 1, 2017 through June 30, 2018 for an estimated initial annual contract amount of \$84,000. Actual expenditures will vary depending on District need and use. The winning proposal and evaluation criteria are available in the Purchasing Department for review.

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

12. **CHARTER FACILITIES AGREEMENT FOR 2017-2018 - ORANGE COUNTY ACADEMY OF SCIENCES AND ARTS:** Page 370
EXHIBIT 12

Approval of Charter Facilities Agreement with Orange County Academy of Sciences and Arts (OCASA) to enter into an in-lieu arrangement where OCASA will occupy the lower portion at Crown Valley Elementary School in the 2017-2018 school year. Terms of this agreement include the use of the space described and depicted in Exhibit A, for a one-year term of July 1, 2017 to June 30, 2018. Facility use payments will be calculated utilizing the formula described and depicted in Exhibit B. OCASA will pay the District a pro rata share charge (use fee) in the amount of \$95,207.04, in 11 equal installments, for its exclusive and shared use space on the subject property. Together with the use fee, OCASA will pay an additional \$30,000 total, also in 11 equal monthly installments, toward the installation of three additional 960-square foot standard-size portable buildings and one new 480 square foot restroom portable at Crown Valley Elementary School for OCASA's exclusive use. Additionally, OCASA will be responsible for utilities costs equal to the percentage of the square footage it occupies at Crown Valley Elementary School during the applicable years. The agreement has been reviewed and approved by the District's legal counsel.

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

13. **EXTENSION NO. 1 OF BID NO. 1516-24, SERVICE TO COLLECT, RECYCLE AND DISPOSE OF SOLID WASTE DISTRICTWIDE - CR&R, INCORPORATED:** Page 399
EXHIBIT 13

Approval of Extension No. 1 of Bid No. 1516-24, Service to Collect, Recycle and Dispose of Solid Waste Districtwide to CR&R, Incorporated, furnishing all labor, materials and equipment, including trash and recycling bins, required for providing service to collect, recycle and dispose of solid waste. On May, 24, 2017, the Board approved an extension to CR&R, Incorporated for the July 1, 2017 through June 30, 2018 term at the same pricing of the original bid term per the vendor's initial agreement. Due to a subsequent increase in the Los Angeles-Long Beach-Anaheim Consumer Price Index (CPI), the vendor requests a corresponding adjustment to rates for the renewal period of July 1, 2017 through June 30, 2018. The applicable CPI increase is 2.7 percent, effective April 2017. If the CPI declines, the District will be entitled to a rate decrease. Expenditures under this contract are estimated to be

\$286,000 funded by the general fund. Actual expenditures may vary based on District need and availability of funding.

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

- 14. EXTENSION NO. 1 OF BID NO. 1516-25, ASPHALT PAVING, SEALCOATING AND REPAIR - BEN'S ASPHALT, INCORPORATED:** Page 406
EXHIBIT 14

Approval of Extension No. 1 of Bid No. 1516-25, Asphalt Paving, Sealcoating and Repair to Ben's Asphalt, Incorporated in order to provide asphalt paving, sealcoating and repair services for all sites within the District. On May 11, 2016, the Board awarded Bid No. 1516-25 to Ben's Asphalt, Incorporated for the term of July 1, 2016 through June 30, 2017 with two one-year optional renewals with mutual agreement. The vendor agrees to maintain their current pricing for the renewal period of July 1, 2017 through June 30, 2018 with one last optional renewal. Expenditures under this contract extension are estimated to be \$850,000 funded by the general fund and deferred maintenance. Actual expenditures will vary depending on District need and availability of funds.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 15. EXTENSION NO. 2 OF BID NO. 1516-01, PAPER AND PLASTIC PRODUCTS FOR FOOD AND NUTRITION SERVICES - P & R PAPER SUPPLY COMPANY, INCORPORATED:** Page 424
EXHIBIT 15

Approval of Extension No. 2 of Bid No. 1516-01, Paper and Plastic Products for Food and Nutrition Services to provide paper and plastic products as needed throughout the District. On June 24, 2015, Bid No. 1516-01 was awarded to P & R Paper Supply Company, Incorporated for the term of July 1, 2015 through June 30, 2016 with two one-year renewal terms at the option of the Board of Trustees for a total contract term not-to-exceed 36 months including the initial contract period. On June 22, 2016, Extension No. 1 was approved for an additional contract period of July 1, 2016 through June 30, 2017. Extension No. 2 is the final extension of this bid for the term of July 1, 2017 through June 30, 2018 at pricing included in Exhibit A. Expenditures under this contract extension are estimated to be \$275,000 funded by Food and Nutrition Services. Actual expenditures will vary based on District needs and availability of funding.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 16. EXTENSION DISTRICT AGREEMENT NO. 1415215 - DIGITAL NETWORK GROUP, INCORPORATED:** Page 447
EXHIBIT 16

Approval of Extension of District Agreement No. 1415215, E-Rate with Digital Network Group, Incorporated to install cable to mount wireless access points pursuant to Request For Proposals (RFP) No. 6-1415, E-Rate Category Two Internal Connections Equipment and Services. On March 11, 2015, the Board awarded RFP No. 6-1415 to various vendors for different categories, as described in the RFP document, including Digital Network Group. This extension will extend the term of the contract through June 30, 2017 allowing Digital Network Group to complete the awarded project without an increase to the original awarded cost.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 17. AMENDMENT NO. 1 - SUNGARD BUSINESS-PLUS SYSTEM SUPPORT IMPLEMENTATION AND SOFTWARE SUPPORT SERVICE AGREEMENT AND AMENDMENT NO. 1 - HUMAN RESOURCES APPLICATION IMPLEMENTATION AND SOFTWARE SUPPORT SERVICE AGREEMENT - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 459
EXHIBIT 17

Approval of the Amendment No. 1 to the Sungard Business-Plus System Support Implementation and Software Support Service Agreement and the Amendment No. 1 to the Human Resources Application Implementation and Software Support Service Agreement with the Orange County Superintendent of Schools to provide annual

software support services and support to the District for the 2017-2018 fiscal year, at the total fee of \$248,149 paid from the general fund.

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

- 18. AMENDMENT NO. 3 INTERNET ACCESS AGREEMENT NO. 40339 FOR 2017-2018 - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 464
EXHIBIT 18

Approval of Amendment No. 3 Internet Access Agreement No. 40339 for 2017-2018 with the Orange County Superintendent of Schools to provide Internet access and support to the District. This amendment changes the contract term for the period through June 30, 2018. The Orange County Superintendent of Schools receives internet access at no charge from the California K-12 High Speed Network and therefore provides the District with internet access at no charge. If the cost changes, the District will be notified and would have the option to pay for internet access services or terminate the agreement.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 19. NETWORK SUPPORT SERVICES AGREEMENT 2017-2018 NO. 43772 - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 476
EXHIBIT 19

Approval of the Network Support Services Agreement 2017-2018 No. 43772 with the Orange County Superintendent of Schools to provide network support services for data connectivity and support to the District. This contract is for the term of July 1, 2017 through June 30, 2018, at a fee of \$2,250 paid from the general fund.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 20. QUINTESSENTIAL SCHOOL SYSTEMS SERVICES AND SUPPORT AGREEMENT (FY 17-18):** Page 484
EXHIBIT 20

Approval of the Quintessential School Systems (QSS) Services and Support Agreement (FY 17-18), a business administrative software. The District uses QSS as our current data system for Business and Human Resource Services. The District is finalizing the transition from this business software to the electronic, comprehensive business system supported by Orange County Department of Education, specifically BusinessPlus. QSS will provide support for the existing system during the transition. The term of the contract for maintenance billing is \$25,446.50 per quarter. Cancellation must be received 45 days prior to next quarter. The agreement provides professional consulting services related to regular support and maintenance for the product, as well as system software updates. The expenditure estimated under this agreement is \$76,339.50 funded by the general fund.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 21. ANAHEIM UNION HIGH SCHOOL DISTRICT BID NO. 2016-09, MULTI-PURPOSE COPY PAPER - SPICERS PAPER, INC.:** Page 498
EXHIBIT 21

Approval to utilize the Anaheim Union High School District Bid No. 2016-09, Multi-Purpose Copy Paper for the purchase of multi-purpose paper, including color paper from Spicers Paper Inc. under the same terms and conditions of the public agency's contract. On April 26, 2016, the Board approved utilizing this bid to purchase white multi-purpose copy paper; however, the piggyback approval was intended to include color multi-purpose paper products awarded to Spicers Paper, Inc. This contract provides competitive set pricing for multi-purpose copy paper, as needed, by the District. Expenditures utilizing this contract are estimated to be \$130,000 for fiscal year 2016-2017 funded by the general fund. School boards have the authority to "piggyback" on another public agency's bid, per Public Contract Code § 20118, when it is in the best interest of a district. It is often advantageous to utilize piggyback contracts when items are identical to the District's specifications. Using piggyback contracts saves time and often provides lower prices than a single jurisdiction would

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

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

- 22. PALO VERDE UNIFIED SCHOOL DISTRICT BID #B-DWFM2017, DISTRICTWIDE FILTER MATERIAL AND INSTALLATION PURCHASE AGREEMENT – PACWEST AIR FILTER:** Page 500
EXHIBIT 22

Approval to utilize the Palo Verde Unified School District B-DWFM2017, Districtwide Filter Material and Installation Purchase Agreement for the purchase of filters from PacWest Air Filter under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for filters, as needed, throughout the District. The initial contract term is March 21, 2017 through June 30, 2018 and may be renewed for up to four additional years. Anticipated annual expenditures utilizing this contract are approximately \$125,000 funded by the general fund. Actual expenditures may vary based on District need and 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.

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

- 23. RESOLUTION NO. 1617-87, EDUCATION PROTECTION ACT:** Page 502
EXHIBIT 23

Approval of Resolution No. 1617-87, Education Protection Act. On November 6, 2012, voters approved Proposition 30. The monies received from the Education Protection Account (EPA) will be spent according to Article XIII, § 36 of the California Constitution. The Board is required to determine how the District plans to spend the EPA money and annually post it on the District website.

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

CURRICULUM AND INSTRUCTION

- 24. 2017-2018 LOCAL CONTROL ACCOUNTABILITY PLAN AND ANNUAL UPDATE :** Page 506
EXHIBIT 24

Approval of the Local Control Accountability Plan (LCAP) and Annual Update. In June 2013, the Legislature adopted the Local Control Funding Formula (LCFF). As part of the LCFF, the Legislature included an accountability component known as the LCAP. In developing its LCAP, districts must address eight state priorities, solicit input and engage stakeholders. A public hearing regarding the LCAP was held at the June 7, 2017, Board meeting. This item presents the final 2017-2018 LCAP and Annual Update, which has been updated based upon input from District stakeholder groups and Trustees at the June 7, 2017 Board meeting. Once Board approved, the District's LCAP will be submitted for final approval to the Orange County Department of Education.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 25. AMENDMENT NO. 4 TO THE AGREEMENT FOR THE OPERATION OF AN AFTER SCHOOL ENRICHMENT, ACTIVITIES, AND CAMPS PROGRAM WITH SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT:** Page 594
EXHIBIT 25

Approval of Amendment No. 4 to the Agreement for the Operation of an After School Enrichment, Activities, and Camps Program with South Orange County Community College District. This program provides an array of high-quality classes and activities for all ages, promoting life-long learning and personal success. A summary of the

program participation is provided. The extension period is March 1, 2017 through June 30, 2018.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 26. CONSOLIDATED APPLICATION AND REPORTING SYSTEM:** Page 617
EXHIBIT 26
Approval of the June 30, 2017 Consolidated Application and Reporting System (CARS) Data Collections. CARS is a two-part application and reporting process for multiple state and federal, formula-driven categorical program funds, submitted annually to the California Department of Education (CDE) to fund supplemental programs. The Consolidated Application is used by the CDE to distribute categorical funds from various state and federal programs. In June of each year, districts are required to submit part of the application to document program participation in categorical programs and provide assurances of compliance with legal requirements of each program. The federal programs coordinated through the Consolidated Application include Title I, Part A; Title II, Part A; and Title III, Part A. The complete Consolidated Application is on file for review in the State and Federal Programs office. As required by the CDE, the District English Learner Advisory Committee also reviewed this document.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 27. NATIVE AMERICAN PARENT AND STUDENT COMMITTEE 2017-2018:** Page 619
EXHIBIT 27
Approval of the Native American Parent and Student Committee 2017-2018. The District has been awarded an Indian Education Formula Grant and the 2017-2018 year will be year one of the four-year grant. Each year, the District must certify an application in May-June, which includes a Parent and Student Committee component. The purpose of the Native American Parent and Student Committee is to have open consultation between teachers, secondary students and parents of Native American students to provide a full opportunity to understand the grant program and to offer recommendations regarding the program. Meetings are generally held three times per year. Each spring, staff seeks interest for vacant positions for a two-year term. Kely Engdahl will be assuming the Presidency and Heather Grant will be Treasurer for the first year of their two-year terms, and the others will be returning for the second year of their two-year term. All parents of District Native American students were encouraged to participate.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 28. RESOLUTION NO. 1617-90 DESIGNATED REPRESENTATIVES FOR SIGNATURE AND APPROVAL OF LOCAL AGREEMENT FOR CSPP-7335 CALIFORNIA DEPARTMENT OF EDUCATION FOR CHILD DEVELOPMENT SERVICES:** Page 621
EXHIBIT 28
Approval of Resolution No. 1617-90 authorizes designated personnel to sign the California Department of Education Local Agreement for Child Development Services. In addition, the resolution approves the local agreement for CSPP-7335 with the California Department of Education. The agreement awards a total of \$2,668,890 from July 1, 2017 through June 30, 2018 for the purpose of providing services related to early childhood development and school readiness for state funded programs. This agreement is approved annually.
Contact: Susan Holliday, Associate Superintendent, Education Services

STUDENT SUPPORT SERVICES

- 29. SCHOOL-BASED MEDI-CAL ADMINISTRATIVE ACTIVITIES PARTICIPATION AGREEMENT - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:** Page 624
EXHIBIT 29
Approval of the School-Based Medi-Cal Administrative Activities (SMAA)

Participation Agreement No. 44332 with the Orange County Superintendent of Schools to provide administrative services and required oversight related to Medi-Cal SMAA program reimbursement. The term of the agreement is July 1, 2017 through June 30, 2018. The Orange County Superintendent of Schools receives 4.5 percent of the quarterly claim received by the District from the state for Medi-Cal Administrative Activities administration.

Contact: Gregory Merwin, Associate Superintendent, Student Support Services

HUMAN RESOURCE SERVICES

30. **CHAPMAN UNIVERSITY SPEECH AND LANGUAGE CLINICAL INSTRUCTOR PAYMENT:** Page 654
EXHIBIT 30
Approval of payment to District Speech and Language Pathologists who were Clinical Instructors and supported Chapman University students during the 2017 Spring semester. The agreement with Chapman University states that the University will reimburse the District for these payments.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
31. **COMMUNITY CLASSROOM TRAINING AGREEMENT WITH COLLEGE AND CAREER ADVANTAGE:** Page 656
EXHIBIT 31
Approval of Community Classroom Training Agreement with College and Career Advantage to create Regional Occupational Centers and Programs (ROP) and Career Technical Education (CTE) Course Cisco IT Essentials. District ROP/CTE students will shadow and work with District Technology and Information Services (TIS) staff as interns to fulfill course requirements.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
32. **PROPOSAL FOR SERVICES - LEVERAGE LEARNING GROUP:** Page 659
EXHIBIT 32
Approval of Proposal for Services with Leverage Learning Group (LLG) to provide Instructional Leadership through Reflective Learning Walks training for all K-8 District and site administration. The proposed agreement is for the term of July 1, 2017 through June 30, 2108. Expenditures under this agreement are estimated to be approximately \$66,000 funded by the Educator Effectiveness account.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
33. **STUDENT TEACHING AFFILIATION AGREEMENT WITH GRAND CANYON UNIVERSITY:** Page 663
EXHIBIT 33
Approval of Student Teaching Affiliation Agreement with Grand Canyon University, effective May 25, 2017 and expiring June 30, 2022. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
34. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:** Page 668
EXHIBIT 34
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
35. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:** Page 705
EXHIBIT 35
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

- 36. SCHOOL BOARD MINUTES:**
Approval of the May 30, 2017 Special Board Meeting minutes.
Contact: Nicole Perez, Executive Secretary, Board Operations

Page 731
EXHIBIT 36

DISCUSSION/ACTION ITEMS

- 37. SELECTION OF TRUSTEE PARTICIPATION ON VARIOUS COMMITTEES:**
A Trustee made a request for the Board of Trustees to discuss possible revisions to the Ad Hoc committee appointments. Board Policy 9322, *Agenda/Meeting Materials*, states any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting.
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

DISCUSSION/
ACTION
Page 734
EXHIBIT 37

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, to present this item.

Following discussion, it is recommended the Board approve any committee changes.

Motion by _____ Seconded by _____

- 38. RESOLUTION NO. 1617-89, RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT OPPOSING ANY TOLL ROAD EXTENSION ALIGNMENT THAT ADVERSELY IMPACTS DISTRICT SCHOOL SITES AND STUDENTS:**
A Trustee requested the Board of Trustees discuss District support in opposition of any toll road extension alignment that could adversely affect District school sites and students. Board Policy 9322, *Agenda/Meeting Materials*, states any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting.
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 38

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, to present this item.

Following discussion, it is recommended the Board adopt Resolution No. 1617-89, Resolution of the Capistrano Unified School District Opposing any Toll Road Extension Alignment that Adversely Impacts District School Sites and Students.

Motion by _____ Seconded by _____

- 39. PRESENTATION OF COLLEGE AND CAREER PLANNING METRICS:**
Staff will present the metrics gathered from the 2016-2017 school year regarding the College and Career Planning (CCP) course. The metrics include an end of the semester student survey administered in the CCP course, the results from the CCP Common

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EXHIBIT 39

Interim Assessment and the results from the Senior Survey, which asked seniors to rate the degree to which CCP prepared them for high school, college and career. These metrics will be gathered each year to assist staff in determining ways to continually improve the course to meet the college and career readiness needs of all students. Staff will return in January 2018 to review Board Policy 6146.1, *High School Graduation Requirements*.

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.

40. 2017-2018 BUDGET ADOPTION:

The District is required by law to adopt a budget for the 2017-2018 fiscal year no later than June 30, 2017, for enactment on July 1, 2017. The budget for 2017-2018 is based upon revenue assumptions outlined within the Governor's May Revise, as well as District-specific assumptions for revenue and expenditures. The following documents are included in the exhibit: 2017-2018 Budget for District Funds, School District Certification of the State Criteria and Standards and the Workers' Compensation Certification and 2017-2018 Guidelines and Assumptions.

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 the 2017-2018 Budget.

Motion by _____ Seconded by _____

41. SPECIAL EDUCATION LOCAL PLAN AREA ANNUAL SERVICE PLAN AND ANNUAL BUDGET PLAN:

Each Special Education Local Plan Area is required to submit an Annual Service Plan and Annual Budget Plan. The plans were adopted at a public hearing held on June 7, 2017. The Annual Service Plan must identify the Individualized Education Program services the District intends to provide at school locations within the District and at other public and private locations. The Annual Service Plan also requires adoption of the California State Management Information System number codes to represent services such as 330 for specialized academic instruction and 415 for language and speech services. The Annual Budget Plan is required to identify expenditures in specific categories as determined by the California Department of Education.

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

Contact: Gregory Merwin, Associate Superintendent, Student Support Services

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ACTION

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EXHIBIT 40

DISCUSSION/
ACTION

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EXHIBIT 41

Staff Recommendation

It is recommended the Board President recognize Gregory Merwin, Associate Superintendent, Student Support Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve the 2017-2018 Special Education Annual Service Plan and Annual Budget Plan.

42. LOCAL EDUCATIONAL AGENCY PLAN FOR 2017-2018:

The approval of a Local Educational Agency (LEA) Plan by the local school board is a requirement for receiving federal funding sub-grants for No Child Left Behind (NCLB)/Every Student Succeeds Act (ESSA) programs. The LEA Plan includes specific descriptions and assurances as outlined in the provisions included in NCLB/ESSA. In essence, LEA Plans describe the actions that LEAs will take to ensure they meet certain programmatic requirements, including student academic services designed to increase student performance, coordination of services, needs assessments, consultations, services to homeless students, school choice, supplemental services and others as required. Due to the size of the LEA Plan, documents are posted online on the Board Agendas and Supporting Documentation page. Based on information from the California Department of Education (CDE), the LEA Plan will not be required as a separate document after 2017-2018. LEA Plan requirements will be embedded in the Local Control Accountability Plan (LCAP) and Consolidated Application.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

DISCUSSION/
ACTION
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EXHIBIT 42

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 the Local Educational Agency Plan for 2017-2018.

Motion by _____ Seconded by _____

43. 2017 AND 2018 BOARD MEETING CALENDARS:

The proposed revisions to the 2017 and 2018 Board Meeting calendars are revised to reflect one Board meeting per month as suggested by Trustee feedback during the May 17, 2017 Board Workshop.

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

DISCUSSION/
ACTION
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EXHIBIT 43

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees approve the 2017 and 2018 Board Meeting Calendars.

Motion by _____ Seconded by _____

44. **FIRST READING – BOARD POLICY 9320, MEETINGS:** DISCUSSION/
ACTION
Page 1065
EXHIBIT 44

The proposed revisions to Board Policy 9320, *Meetings*, revises this policy to align language regarding the scheduling of meetings with proposed changes to the 2017 and 2018 one meeting per month Board Meeting schedule. 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: Kirsten M. Vital, Superintendent

Staff Recommendation

It is recommended the Board President recognize Kirsten M. Vital, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees approve Board Policy 9320, *Meetings*.

Motion by _____ Seconded by _____

45. **FIRST READING – BOARD POLICY 4313, MANAGEMENT/SUPERVISORY/CONFIDENTIAL SERVICE DAYS:** DISCUSSION/
ACTION
Page 1070
EXHIBIT 45

The proposed revision of Board Policy 4313, *Management/Supervisory/Confidential Service Days*, revises this policy to clarify the number of sick days allocated to High School Principals. 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: 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 the Board of Trustees approve Board Policy 4313, *Management/Supervisory/Confidential Service Days*.

Motion by _____ Seconded by _____

46. **DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS:** DISCUSSION/
ACTION
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EXHIBIT 46

Approval of the Declaration of Need for Fully Qualified Educators. Education Code § 80026 requires that a Declaration of Need for Fully Qualified Educators be on file with the appropriate County Office of Education before the beginning of a new school year and shall remain in force until the end of that academic year. A Declaration of Need is necessary if there is an insufficient number of qualified applicants. Submission of this declaration does not commit the District to issuing short-term staff permits or emergency credentials, but rather is submitted as a matter of routine in the event it becomes necessary to employ such individuals. Based on past and current trends, the 2017-2018 Declaration of Need for Fully Qualified Educators enables the District to request special teaching permits in hard-to-fill areas such as Special Education (Moderate/Severe, Pre-School), and single subjects (Spanish, Physics, Chemistry, Mathematics). This year, there continues to be a limited need for Cross Cultural, Language, and Academic Development/English Learner Authorizations, Bilingual Authorizations. A Declaration of Need for Fully Qualified Educators must be filed prior to the beginning of the school year, even though there is no way to determine if there will be a need to employ teachers. However, if the Board of Trustees has not

approved the appropriate declaration for the upcoming year, the District is precluded from hiring such individuals should the need arise. There is no financial impact to the general fund in the Board's acceptance of this declaration.

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 the Board of Trustees approve the Declaration of Need for Fully Qualified Educators.

Motion by _____ Seconded by _____

47. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY SOCIAL SCIENCE – HUMAN GEOGRAPHY, ADVANCED PLACEMENT, GRADE 9-12:

DISCUSSION/
ACTION
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EXHIBIT 47

San Juan Hills High School is requesting the adoption of *The Cultural Landscape: An Introduction to Human Geography, 12th AP Edition* (written by James M Rubenstein) ©2017 Pearson Education for Secondary Social Science - Human Geography, Advanced Placement, grade 9-12. The Instructional Materials Review Committee approved this title. The course was approved by the Board on May 24, 2017. The estimated cost to implement this adoption for 8 years would be \$13,397. District lottery funds would be used for this expenditure.

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 the adoption of *The Cultural Landscape: An Introduction to Human Geography, 12th AP Edition* (written by James M Rubenstein) ©2017 Pearson Education for Secondary Social Science - Human Geography, Advanced Placement, grade 9-12.

Motion by _____ Seconded by _____

48. INSTRUCTIONAL MATERIALS RECOMMENDED FOR PILOT: SECONDARY ENGLISH LANGUAGE ARTS/ENGLISH LANGUAGE DEVELOPMENT, GRADE 6-8:

DISCUSSION/
ACTION
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EXHIBIT 48

A teacher committee has recommended the following Secondary English language arts/English language development programs to pilot for grade 6-8 for the 2017-2018 school year: Amplify California Edition ©2017 *Amplify Education* and *Study Sync* ©2017 McGraw-Hill School Education. The Instructional Materials Review Committee has approved these materials. There is no financial impact to pilot these materials.

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 the following Secondary English language arts/English language development programs to pilot for grade 6-8 for the 2017-2018 school year: *Amplify California Edition* ©2017 Amplify Education and *Study Sync* ©2017 McGraw-Hill School Education.

49. **INSTRUCTIONAL MATERIALS RECOMMENDED FOR PILOT: SECONDARY ENGLISH LANGUAGE ARTS/ENGLISH LANGUAGE DEVELOPMENT, GRADE 9-11:** DISCUSSION/
ACTION
Page 1081

A teacher committee has recommended the following Secondary English language arts/English language development programs to pilot for grade 9-11 for the 2017-2018 school year: *California Collections* ©2017 Houghton Mifflin Harcourt and *Study Sync* ©2017 McGraw-Hill School Education. The Instructional Materials Review Committee has approved these materials. 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, Associate Superintendent, Education Services

EXHIBIT 49

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 the following Secondary English language arts/English language development programs to pilot for grade 9-11 for the 2017-2018 school year: *California Collections* ©2017 Houghton Mifflin Harcourt and *Study Sync* ©2017 McGraw-Hill School Education.

Motion by _____ Seconded by _____

50. **INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY SCIENCE – CHEMISTRY, ADVANCED PLACEMENT, GRADE 10-12:** DISCUSSION/
ACTION
Page 1083

A teacher committee has recommended the adoption of *Edvantage Science AP Chemistry 2, Big Ideas 4, 5 and 6* (lead author: Sheri Smith) Edvantage Interactive ©2016 as a supplemental title for Secondary Science - Chemistry, Advanced Placement, grade 10-12. This title was approved by the Instructional Materials Review Committee and would be adopted for an 8-year period. Current cost of this book is approximately \$24.00 in paperback. Site funds would be used for this expenditure.

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

EXHIBIT 50

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 the adoption of *Edvantage Science AP Chemistry 2, Big Ideas 4, 5 and 6* (lead author: Sheri Smith)

Motion by _____ Seconded by _____

51. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY ADVANCED PLACEMENT COMPUTER SCIENCE PRINCIPLES, GRADE 9-12:

DISCUSSION/
ACTION
Page 1085
EXHIBIT 51

A teacher committee has recommended the adoption of *New Perspectives Computer Concepts 2016* (written by June Parsons) Cengage Learning ©2016 for Advanced Placement Computer Science Principles, grade 9-12. The Instructional Materials Review Committee has approved this title. The estimated cost to implement this adoption for 8 years would be \$19,906. District lottery funds would be used for this expenditure.

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 the adoption of *New Perspectives Computer Concepts 2016* (written by June Parsons) Cengage Learning ©2016 for Secondary Advanced Placement Computer Science Principles, grade 9-12.

Motion by _____ Seconded by _____

52. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY ADVANCED PLACEMENT COMPUTER SCIENCE PRINCIPLES, GRADE 9-12:

DISCUSSION/
ACTION
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EXHIBIT 52

A teacher committee has recommended the adoption of *Code.Org's Computer Science Principles* (code.org/educate/csp) as a supplemental resource for Advanced Placement Computer Science Principles, grade 9 - 12. This resource has been approved by the Instructional Materials Review Committee and would be adopted for an 8-year period. There is no financial impact for use of the website via Creative Commons.

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 the adoption of *Code.Org's Computer Science Principles* (code.org/educate/csp) as a supplemental resource for Secondary Advanced Placement Computer Science Principles, grade 9 - 12.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, JULY 26, 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.