

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

BOARD OF TRUSTEES
Regular Meeting

April 19, 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 EXHIBIT A-1

Susan Holliday
Significant Exposure to Litigation – One Case
Attorney – Cathie Fields
(Pursuant to Education Code §49070(c))

Kirsten Vital/Clark Hampton
Significant Exposure to Litigation – One Case
Attorney – David Huff
(Pursuant to Government Code § 54956.9(d)(2)(3))

B. STUDENT EXPULSIONS

Mike Beekman
Four Cases
Case Number 2017-036
Case Number 2017-037
Case Number 2017-038
Case Number 2017-039

EXHIBIT B-1
EXHIBIT B-2
EXHIBIT B-3
EXHIBIT B-4

C. LIABILITY CLAIMS

Clark Hampton
Significant Exposure to Litigation - One Case
Rejection of Government Claim: No. LBI 1603346
(Pursuant to Subdivision (d) of Government Code § 54956.9, Paragraph (2) or(3))

EXHIBIT C-1

D. 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)

E. PUBLIC EMPLOYEE/DISCIPLINE/DISMISSAL/RELEASE

Gordon Amerson
One Case

EXHIBIT E-1

(Pursuant to Government Code § 54957)

F. PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT

(Pursuant to Government Code § 54957)

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

Tiffany Mui, Lori Devey, Renee Moore, Janice Graves, New-New Lee and Josie Boys for their dedication to the students at Marion Bergeson Elementary School and the Drama Dawgs program.

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: GRADE K-5 ELEMENTARY LANGUAGE ARTS INSTRUCTIONAL MATERIALS, GRADE K-5 ELEMENTARY LANGUAGE ARTS/SPANISH TWO-WAY IMMERSION INSTRUCTIONAL MATERIALS, GRADE 6-10 SECONDARY LANGUAGE ARTS/MANDARIN IMMERSION PROGRAM INSTRUCTIONAL MATERIALS:

The Board will conduct a public hearing on Grade K-5 Elementary Language Arts Instructional Materials, Grade K-5 Elementary Language Arts/ Spanish Two-Way Immersion Instructional Materials, Grade 6-10 Secondary Language Arts /Mandarin Immersion Program 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 1
EXHIBIT 2
Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$158,667.34 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 4
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 is \$2,409,626.14 and the commercial warrants total is \$10,433,075.38. 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 56
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 three new agreements totaling \$9,550 and eleven amendment to existing agreements totaling \$738,850. 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. AWARD BID NO. 1617-19, MILK AND DAIRY PRODUCTS - HOLLANDIA DAIRY, INCORPORATED:** Page 150
EXHIBIT 5
Approval of Award of Bid No. 1617-19, Milk and Dairy Products to Hollandia Dairy, Incorporated to provide milk and dairy products for all Food and Nutrition Services sites within the District. This bid is awarded on an all-or-nothing basis to the bidder with 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 May 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 \$900,000 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
- 6. AWARD BID NO. 1617-20, TESORO HIGH SCHOOL BUILDING D - PAUL C. MILLER CONSTRUCTION CO., INC.:** Page 158
EXHIBIT 6
Approval of Award of Bid No. 1617-20, Tesoro High School Building D to Paul C. Miller Construction Co., Inc. Two bids were received and opened on March 31, 2017 and are listed in Exhibit A. The bidder offering the lowest base price was used to

determine the lowest responsive bidder. Paul C. Miller Construction Co., Inc. is the lowest responsive, responsible bidder at \$9,410,000. This project will be funded by the Capital Facilities, Special Reserve Capital Outlay, CFD 92-1 and CFD 98-2 funds.
Contact: Clark Hampton, Deputy Superintendent, Business And Support Services

- 7. AWARD OF REQUEST FOR PROPOSALS NO. 3-1617, LEARNING MANAGEMENT SYSTEM - SCHOOL LOOP:** Page 189
EXHIBIT 7

Approval of the Award of Request for Proposals No. 3-1617, Learning Management Systems to School Loop. The awarded vendor was selected based on criteria specified in the Request for Proposals No. 3-1617 document. The District is seeking a learning management system which includes software and services to support course management and a virtual learning environment. The District received nine proposals from firms. The proposed agreement is for the term of July 1, 2017 through June 30, 2018 at the rates included in the agreement, for an initial contract amount of \$79,760 for the learning management system and related services. The proposal and the evaluation criteria are available in the Purchasing Department for review. The contract is posted online on the District's Board Agendas and Supporting Documentation page.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 8. AWARD OF REQUEST FOR PROPOSALS NO. 4-1617, ARCHITECTURAL SERVICES - MULTIPLE VENDORS:** Page 190
EXHIBIT 8

Approval of the Award of Request for Proposals (RFP) No. 4-1617, Architectural Services to various firms. Eighteen proposals were received from various architectural firms. The firms being recommended will comprise the bench and are listed in Exhibit A. When a firm is selected for a particular Facilities/Construction project, a subsequent addendum will be submitted to the Board for approval. Expenditures under these contracts will vary with District needs and selected projects, funded by the general fund, CFD administrative funds and other applicable funding sources associated with the project. Due to the voluminous nature of the proposed agreements for each firm, 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
- 9. AWARD OF REQUEST FOR PROPOSALS NO. 1-1718, E-RATE CATEGORIES ONE - DATA TRANSMISSION SERVICES AND INTERNET ACCESS AND TWO INTERNAL CONNECTIONS EQUIPMENT AND SERVICES 2017-2018 - MULTIPLE VENDORS:** Page 192
EXHIBIT 9

Approval of the Award of Request for Proposal No. 1-1718, E-Rate Multiple Categories One - Data Transmission Services and Internet Access and Two Internal Connections Equipment and Services 2017-2018 to multiple vendors. The awarded vendors were selected based on criteria specified in the Request for Proposal No. 1-1718 (RFP) documents. The District is seeking to procure telecommunications services and purchase additional wireless access points, routers, switches, core components, cables, firewalls, controllers and other equipment. Implementation services and basic maintenance to refresh the District's data center and network infrastructure will provide business continuity/disaster recover/load balancing, and support to all District curricular and business programs requiring network access. The District is also seeking data cabling for classrooms, relocation and refresh services for networking equipment and quotes for providing wireless internet connectivity to outdoor instructional areas at secondary school sites. All contracts will be subject to the limitations listed in the RFP documents, including, but not limited to, availability of E-Rate funding and appropriation by the Board for fiscal year 2017-2018. Subject to such limitations, purchases of equipment and services awarded to the winning bidders will begin on or after July 1, 2017, for an initial period of one-year with two one-year renewal periods for equipment and one-year with four one-year renewal

periods for services, at the option of the Board. The total estimated fiscal impact for all categories before any E-Rate discounts across the 2017-2018 through 2019-2020 school years is a maximum of \$4.5 million; however, actual expenditures may vary based on availability of funding and District needs. The District receives a 49 percent discount on E-Rate purchases; therefore, the total fiscal benefit from the \$4.5 million expenditure is \$8.9 million. The projects will be funded by a combination of permitted CFD funds, Developer Fees, and the general fund. Due to the size of the contracts and award, the documentation will be posted online on the District Board Agendas and Supporting Documentation page. The proposals, evaluation criteria, and rating sheets are available in the Purchasing Department for review.

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

- 10. CHANGE ORDER NO. 2, BID NO. 1617-01, SAN JUAN HILLS HIGH SCHOOL BUILDING J PROJECT:** Page 193
EXHIBIT 10

Approval of Change Order No. 2, Bid No. 1617-01 for the San Juan Hills High School Building J Project related to additional unforeseen underground issues and the acceleration of schedule activities in an effort to recover project time lost due to rain delays. This change order consists of additions, deletions, or other revisions that are now being presented to the Board of Trustees for approval. All such changes in the work are performed under applicable conditions of the change in contract documents. The original contract sum was \$8,495,000. The new contract sum including Change Order No. 2 is \$8,658,101.64 funded by Developer Fees, CFD 90-2, CFD 98-2 and CFD 2004-1.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 11. CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-11-78-0003C AWARDED TO ROBERTSON INDUSTRIES, INCORPORATED FOR PLAYGROUND SURFACING AND RELATED SERVICES:** Page 249
EXHIBIT 11

Approval of the State of California Multiple Award Schedule (CMAS) Contract No. 4-11-78-0003C, General Services Administration Schedule No. GS-03F-0045X for the purchase, warranty and installation of playground surfacing awarded to Robertson Industries, Inc., as needed. The District can utilize such contracts pursuant to California Public Contract Code § 10298 without going to bid. The prices offered by the contractor have been assessed to be fair, reasonable and competitive. Staff determined it is in the best interest of the District to utilize these state contracts for the purchase of these products and related services. The length of the contract term is through March 31, 2021. Local governments set their own order limits, and are not bound by the order limits on the cover page of this contract. Annual expenditures under this contract are estimated to be \$150,000 funded by deferred maintenance and general funds; however, actual expenditures may vary based on availability of funding and District needs

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 12. CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NOS. 4-15-56-0059A AND 4-08-72-0003G AWARDED TO ARIZONA CONTINENTAL FLOORING COMPANY FOR FLOORING MATERIAL AND RELATED SERVICES:** Page 274
EXHIBIT 12

Approval of the State of California Multiple Award Schedule (CMAS) Contract Nos. 4-15-56-0059A and 4-08-72-0003G, General Services Administration Schedule Nos. GS-07F-0429J and GS-27F-0034R, for the purchase, warranty and installation of flooring material awarded to Arizona Continental Flooring Company, as needed. The District can utilize such contracts pursuant to California Public Contract Code § 10298 without going to bid. The prices offered by the contractor have been assessed to be fair, reasonable and competitive. Staff determined it is in the best interest of the District to utilize these state contracts for the purchase of these products and related services.

The length of contract terms vary for each awarded contract, December 31, 2019 and September 30, 2020, respectively. Local governments set their own order limits, and are not bound by the order limits on the cover page of these contracts. Annual expenditures under these contracts are estimated to be \$150,000 funded by deferred maintenance and general funds; however, actual expenditures may vary based on availability of funding and District needs.

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

13. **CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 3-14-70-2535C AWARDED TO SASCO FOR TELECOMMUNICATIONS HARDWARE AND RELATED SERVICES:** Page 313
EXHIBIT 13

Approval of California Multiple Award Schedule (CMAS) Contract No. 3-14-70-2535C, General Services Award Schedule No. GS-35F-4748G, awarded to SASCO for the purchase, warranty and installation of telecommunications hardware, as needed. The District can utilize such contracts pursuant to California Public Contract Code §§ 10298, 10290, 10290.1 and 12100 without going to bid. The prices offered by the contractor have been assessed to be fair, reasonable and competitive. Staff determined it is in the best interest of the District to utilize these state contracts for the purchase of these technology products and related services. The length of contract term is valid through October 31, 2017, unless otherwise extended. Local governments set their own order limits, and are not bound by the order limits on the cover page of this contract. Annual expenditures under this contract are estimated to be \$250,000 funded by deferred maintenance and general funds; however, actual expenditures may vary based on availability of funding and District needs.

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

14. **CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 3-12-70-2247E FOR VARIOUS INFORMATION TECHNOLOGY GOODS AND SERVICES AWARDED TO CARAHSOFT TECHNOLOGY CORP:** Page 328
EXHIBIT 14

Approval of the State of California Multiple Award Schedule (CMAS) Contract No. 3-12-70-2247E, General Services Administration Schedule No. GS-35F-0119Y, for Information Technology Goods and Services awarded to Carahsoft Technology Corp, as needed. The District can utilize such contracts pursuant to California Public Contract Code §§ 10290, 10290.1, 10298, and 12100 without going to bid. The prices offered by the contractors have been assessed to be fair, reasonable, and competitive. Staff determined it is in the best interest of the District to utilize these state contracts for the purchase of these technology products and related services. The length of contract term is valid through September 30, 2017. Expenditures under these contracts are estimated to be \$1,000,000; however, actual expenditures may vary based on availability of funding and District needs. Local governments set their own order limits, and are not bound by the order limits on the cover page of this contract. Due to the size of the contracts and award documentation, they will be posted online on the District Board Agendas and Supporting Documentation (Purchasing Supporting) page.

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

CURRICULUM AND INSTRUCTION

15. **AGREEMENT TO REFER STUDENTS TO ALTERNATIVE COMMUNITY AND CORRECTIONAL SCHOOLS AND SERVICES FOR JUNE, JULY AND AUGUST 2017:** Page 329
EXHIBIT 15

Approval of Agreement to Refer Students to Alternative Community and Correctional Schools and Services for June, July and August 2017. Since July 2010, the Alternative Community and Correctional Educational Schools and Services (ACCESS) has provided District high school students the opportunity to remediate credit deficiencies during July and August. Each year the District must enter into an Agreement to refer

students to ACCESS for services. This agreement allows ACCESS to enroll District students for the purpose of remediating high school credit deficiencies during the months of June, July and August. There is no financial impact.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 16. BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSES:** Page 331
EXHIBIT 16
Approval of broadening the Course of Study: New Secondary Courses. The following high school courses are proposed for the 2017-2018 course catalog in accordance with Board Policy 6143, *Course of Study*. The course proposals includes one College and Career Advantage (CCA)-CISCO Networking, one CCA-Environmental Field studies, one CCA-Accounting, one CCA-Video Production II Advertising, one Promotion and Career and Technology Investigation course, one Personal Law, one Computer Integrated Manufacturing and one Principles of Engineering. Upon approval, these courses will be offered beginning in the 2017-2018 school year.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 17. RESOLUTION NO. 1617-72 FOR ACCEPTANCE OF APPLICATION OF CLASS CLOSURE CSPP CONCORDIA ELEMENTARY MARCH 13 AND 14, 2017 DUE TO CLASSROOM VANDALISM:** Page 385
EXHIBIT 17
Approval of Resolution No. 1617-72 for Acceptance of Application of Class Closure California State Preschool Programs (CSPP). The Department of Education Early Education and Support Division (EESD) requires CSPP contractors to submit an application to the EESD with a Board Resolution when the contractor's days of operation are reduced due to circumstances beyond the control of the contractor. Due to classroom vandalism, these classrooms were closed for one and a half days for investigation and clean-up. All classrooms are now fully operational.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 18. RESOLUTION NO. 1617-73 FOR ACCEPTANCE OF FIRST AMENDMENT TO AGREEMENT NO. FCI-SD2-04 WITH CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY:** Page 387
EXHIBIT 18
Approval of Resolution No. 1617-73 for the ratification of Amendment 01 to Agreement No. FCI-SD2-04 with Children and Families Commission of Orange County. Amendment 01 awards \$737 to the contractor to provide additional services for the Early Development Index Project from July 01, 2016 to June 30, 2017 pursuant to the terms and conditions of the original agreement. This agreement facilitates the implementation of an integrated, comprehensive and collaborative system of information and services to enhance optimal early childhood development as set forth in the California Children and Families Act of 1998.
Contact: Susan Holliday, Associate Superintendent, Education Services

HUMAN RESOURCE SERVICES

- 19. AFFILIATION AGREEMENT WITH THE UNIVERSITY OF OREGON:** Page 394
EXHIBIT 19
Approval of a Supervised Practicum and Field Experience Affiliation Agreement with the University of Oregon effective April 20, 2017 and renewing on an annual basis through June 15, 2020. During the school year, students from the university will work with District Speech and Language Pathologists to fulfill practicum/fieldwork requirements for their degree.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
- 20. CALIFORNIA STATE UNIVERSITY FULLERTON MASTER TEACHER PAYMENT:** Page 400
EXHIBIT 20
Approval of payment to District master teachers who supported a California State University, Fullerton student teacher during the 2016 Fall semester. Student teachers

from various universities are placed in the District throughout the school year. Current university agreements specify that institutions pay master teachers a nominal stipend for their supervision and support of student teachers. California State University, Fullerton has agreed to reimburse the District for the cost of compensating master teachers. The compensation amounts vary due to the nature of the assignment.

Contact: *Gordon Amerson, Associate Superintendent, Human Resource Services*

21. **PURCHASE AGREEMENT – SOLUTION TREE, INC:** Page 404
EXHIBIT 21
Approval of Purchase Agreement with Solution Tree, Inc. Solution Tree, Inc. agrees to provide speakers, Luis F. Cruz, Troy Gobble, Joe Cuddemi, and Jon Yost (“Associates”), to disseminate information to the District on the Topic of *Professional Learning Community (PLC) at Work* on Districtwide Secondary Professional Growth Day November 1, 2017. Annual expenditures under this contract are anticipated to be approximately \$26,000, paid by the Educator Effectiveness Grant.
Contact: *Gordon Amerson, Associate Superintendent, Human Resource Services*
22. **PURCHASING AGREEMENT – SOLUTION TREE, INC:** Page 404
EXHIBIT 22
Approval of Purchasing Agreement with Solution Tree, Inc. Solution Tree, Inc. agrees to provide a speaker, Anthony Muhammad (“Associate”), to provide Professional Learning to Secondary teachers, instructional coaches, curriculum specialists and administrators on the Topic of *Transforming School Culture*. The term of this Agreement is September 21, 2017 to September 22, 2017. Annual expenditures under this contract are anticipated to total approximately \$16,600. Marco Forester Middle School to pay \$11,300 using site Title I Funds. Educator Effectiveness Grant to pay \$5,300.
Contact: *Gordon Amerson, Associate Superintendent, Human Resource Services*
23. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:** Page 406
EXHIBIT 23
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*
24. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:** Page 417
EXHIBIT 24
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

25. **SCHOOL BOARD MINUTES:** Page 431
EXHIBIT 25
Approval of the February 22, 2017 Regular Board Meeting minutes.
Contact: *Nicole Perez, Executive Secretary, Board Operations*
26. **SCHOOL BOARD MINUTES:** Page 442
EXHIBIT 26
Approval of the February 22, 2017 Special Board Meeting minutes.
Contact: *Nicole Perez, Executive Secretary, Board Operations*
27. **SCHOOL BOARD MINUTES:** Page 444
EXHIBIT 27
Approval of the March 15, 2017 Special Board Meeting minutes.
Contact: *Nicole Perez, Executive Secretary, Board Operations*

28. SCHOOL BOARD MINUTES:

Approval of the March 15, 2017 Board Workshop Meeting minutes.

Contact: Nicole Perez, Executive Secretary, Board Operations

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EXHIBIT 28

DISCUSSION/ACTION ITEMS

29. RESOLUTION 1617-68, DECLARING AN INTENTION TO CONSIDER THE CONVEYANCE OF EASEMENT TO THE CITY OF SAN CLEMENTE AND TAKING ACTIONS RELATED THERETO:

DISCUSSION/
ACTION

Page 447

EXHIBIT 29

The Board of Trustees is considering granting and easement and right of way to the City of San Clemente (City), on a portion of property comprising part of the San Clemente High School site, generally located at 700 Avenida Pico. The specific portion of property under consideration is a strip of land situated on Assessor Parcel No. 690-541-02 (189 Avenida La Cuesta), which functionally has become part of the City’s adjacent Verde Park. The District is considering the granting of said easement 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, in conjunction with said Verde Park.

The District has the authority to grant easements pursuant to Education Code § 17556 *et. seq.* Before granting an easement under this process; however, the Board must first adopt a “Resolution of Intent” declaring its intention to consider the conveyance of the easement, and setting a public hearing at least 10 days after the adoption of the Resolution of Intent so that the public may comment on the proposed conveyance. After holding such hearing, the Board may, unless it receives a written protest signed by at least 10 percent of the District’s qualified electorate, consider a resolution conveying the requested easement. The hearing must be noticed both through the posting of the Resolution of Intent in at least three public places at least 10 days before the hearing, and the publication of notice once in a newspaper of general circulation within the District at least 5 days before such hearing. The Resolution of Intent currently before the Board will set a public hearing for May 10, 2017 after which the Board may consider a resolution to convey the easement. Both the Resolution of Intent, which is currently before the Board, and the subsequent resolution to convey the easement interests, 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. 1617-68, Declaring an Intention to Consider the Conveyance of Easement to the City of San Clemente and Taking Actions Related Thereto.

Motion by _____ Seconded by _____

30. RESOLUTION NO. 1617-70, APPROVAL OF APPLICATION SUBMISSION SJVAPCD STATEWIDE SCHOOL BUS RETROFIT PROGRAM:

DISCUSSION/
ACTION

Page 464

EXHIBIT 30

The California Air Resources Board (CARB) adopted the in-use Truck and Bus Regulation in December 2008 which included requirements to retrofit diesel-fueled school buses. Many school buses have been brought into compliance with Lower-Emission School Bus Program (LESBP) grants and other monies by either replacing old school buses with new school buses, or by retrofitting older school buses with an

ARB-verified Level 3 particulate matter trap retrofit. If no funding is provided for school bus retrofits, the cost of compliance falls upon school districts. This grant opportunity from San Joaquin Valley Air and Pollution Control District (SJVAPCD) is being offered to public school districts and private school transportation providers who contract with public school districts, to provide transportation services throughout the state of California to assist these school bus owners with compliance of the CARB in-use Truck and Bus Regulation. The grant application requires a Resolution from the Board approving submission and identifying a duly authorized signee by name and title.

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1617-70, Approval of the Application Submission SJVAPCD Statewide School Bus Retrofit Program.

Motion by _____ Seconded by _____

- 31. FIRST READING – BOARD POLICY 6164.5, STUDENT SUCCESS TEAMS:** DISCUSSION/
ACTION
Page 536
EXHIBIT 31

The proposed revision of Board Policy 6164.5, *Student Success Teams*, updates the policy to provide clear and consistent language regarding the Student Success Team process. In recognition of District students with academic and/or social-emotional behavioral needs, the revised policy addresses standardization of practices to be implemented which includes development of intervention strategies and consistent data collection reflected in the updated forms. This change is necessary to ensure student needs are addressed and progress is monitored within a systematic process. 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 6164.5, *Student Success Teams*.

Motion by _____ Seconded by _____

- 32. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION:** DISCUSSION/
ELEMENTARY LANGUAGE ARTS/ENGLISH LANGUAGE ACTION
DEVELOPMENT, GRADE K-3 (GRADE 4 FOR 3-4 COMBINATION
CLASSES ONLY):

A teacher committee has recommended the adoption of the following English Language Arts/English Language Development (ELA/ELD) program (Program 2: Basic ELA/ELD) for grade K-3 (including grade 4 for 3-4 combination classes only): *Reading Wonders* ©2017 McGraw-Hill School Education. These materials have been

approved by the Instructional Materials Review Committee. The estimated cost to implement this adoption for 8 years would be \$2,663,353. 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 following English Language Arts/English Language Development (ELA/ELD) program (Program 2: Basic ELA/ELD) for grade K-3 (including grade 4 for 3-4 combination classes only): *Reading Wonders* ©2017 McGraw-Hill School Education.

Motion by _____ Seconded by _____

- 33. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: DISCUSSION/
ELEMENTARY LANGUAGE ARTS/ENGLISH LANGUAGE ACTION
DEVELOPMENT, GRADE 4-5 (GRADE 3 FOR 3-4 COMBINATION CLASSES
ONLY):**

A teacher committee has recommended the adoption of the following English Language Arts/English Language Development (ELA/ELD) program (Program 2: Basic ELA/ELD) for grade 4-5 (including grade 3 for 3-4 combination classes only): *Benchmark Advance* ©2017 Benchmark Education Company. These materials have been approved by the Instructional Materials Review Committee. The estimated cost to implement this adoption for 8 years would be \$1,408,590. 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 following English Language Arts/English Language Development (ELA/ELD) program (Program 2: Basic ELA/ELD) for grade 4-5 (including grade 3 for 3-4 combination classes only): *Benchmark Advance* ©2017 Benchmark Education Company.

Motion by _____ Seconded by _____

- 34. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: DISCUSSION/
ELEMENTARY BILITERACY LANGUAGE ARTS/ENGLISH LANGUAGE ACTION
DEVELOPMENT, GRADE K-5 TWO-WAY IMMERSION:**

A teacher committee has recommended the adoption of the following Bi-literacy Language Arts/English Language Development (ELD) program (Program 3: Basic Bi-literacy language arts/ELD) for grade K-5 Spanish Two-way Immersion: *Lectura Maravillas* ©2017 McGraw-Hill School Education. These materials have been approved by the Instructional Materials Review Committee. The estimated cost to

implement this adoption for 8 years would be \$755,808. 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 following Bi-literacy Language Arts/English Language Development (ELD) program (Program 3: Basic Bi-literacy language arts/ELD) for grade K-5 Spanish Two-way Immersion: *Lectura Maravillas* ©2017 McGraw-Hill School Education.

Motion by _____ Seconded by _____

**35. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: DISCUSSION/
ELEMENTARY LANGUAGE ARTS/ENGLISH LANGUAGE ACTION
DEVELOPMENT SPANISH IMMERSION PROGRAM, GRADE 3-5:**

A teacher committee has recommended the adoption of the following English Language Arts/English Language Development (ELA/ELD) Spanish Two-Way Immersion program (Program 2: Basic ELA/ELD) for grade 3-5: *Reading Wonders* ©2017 McGraw-Hill School Education. These materials have been approved by the Instructional Materials Review Committee. The estimated cost to implement this adoption for 8 years would be \$129,972. 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 following English language arts/English language development Spanish Two Way Immersion program (Program 2: Basic ELA/ELD) for grade 3-5: *Reading Wonders* ©2017 McGraw-Hill School Education.

Motion by _____ Seconded by _____

**36. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: DISCUSSION/
MIDDLE SCHOOL ENGLISH LANGUAGE ARTS, GRADE 6-8: ACTION**

A teacher committee is requesting the adoption of supplemental titles for middle school English Language Arts, grade 6-8 to align with the new State Standards and the FAIR Act (SB 48). The list of proposed novels is included in Exhibit. The committee evaluated the current core reading list and recommended the listed additional novels and non-fiction text. Recommendations were evaluated against the Common Core State Standards Text Complexity Rubric and comply with the FAIR Act. The materials are also in alignment with other disciplines and the new grade level Reading Standards. These titles were approved by the Instructional Materials Review Committee. They

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would be adopted for an 8 year period. Purchase of these supplemental titles would be paid with site 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: 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 supplemental titles for middle school English Language Arts, grade 6-8.

Motion by _____ Seconded by _____

37. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: HIGH SCHOOL ENGLISH LANGUAGE ARTS, GRADE 9-12: DISCUSSION/ACTION

A teacher committee is requesting the adoption of supplemental titles for high school English Language Arts, grade 9-12, to align with the new State Standards and the FAIR Act (SB 48). The list of proposed novels is included in the Exhibit. The committee evaluated the current core reading list and recommended the listed additional novels and non-fiction text. Recommendations were evaluated against the Common Core State Standards Text Complexity Rubric and comply with the FAIR Act. The materials are also in alignment with other disciplines and the new grade level Reading Standards. These titles were approved by the Instructional Materials Review Committee. They would be adopted for an 8 year period. Purchase of these supplemental titles would be paid with site 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: 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 supplemental titles for high school English Language Arts, grade 9-12.

Motion by _____ Seconded by _____

38. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY SCIENCE, ADVANCED PLACEMENT/INTERNATIONAL BACCALAUREATE ENVIRONMENTAL SCIENCE, GRADE 11-12: DISCUSSION/ACTION

A teacher committee has recommended the adoption of *Environmental Systems and Societies* (written by Gillian Williams and Jill Rutherford) Oxford University Press ©2015 as a supplemental title for Advanced Placement/International Baccalaureate Environmental Science, grade 11-12. This title has been approved by the Instructional Materials Review Committee. It would be adopted for an 8 year period. Current cost of this book is approximately \$53 in paperback. Site funds would be used for this supplemental title.

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 *Environmental Systems and Societies* (written by Gillian Williams and Jill Rutherford) Oxford University Press ©2015 as a supplemental title for Advanced Placement/International Baccalaureate Environmental Science, grade 11-12.

Motion by _____ Seconded by _____

- 39. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY LANGUAGE ARTS, MANDARIN IMMERSION PROGRAM, GRADE 6-10:** DISCUSSION/
ACTION

A teacher committee has recommended the adoption of *MeiZhou Chinese*, MZHY Editors Group ©2013 for the Secondary Language Arts, Mandarin Immersion Program in grade 6-10. These materials have been approved by the Instructional Materials Review Committee. Estimated cost for an 8 year adoption would be \$29,688.88. 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 *MeiZhou Chinese*, MZHY Editors Group ©2013 for the Secondary Language Arts, Mandarin Immersion Program in grade 6-10.

Motion by _____ Seconded by _____

- 40. RESOLUTION NO. 1617-65, GRANTING SENIORS A DISTRICT DIPLOMA:** DISCUSSION/
ACTION
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Board Policy 6146.1 (c) states that in order “to participate in a graduation ceremony and receive a diploma from a District comprehensive high school, a student must be enrolled prior to the first day of the spring semester. These students must successfully complete 25 District credits.” Currently, the District has 10 students who moved into District attendance boundaries after the first day of the spring semester and per policy cannot participate in a graduation ceremony or receive a diploma. To resolve this situation, staff proposes Resolution No. 1617-65 which will allow the students listed in the resolution the opportunity to participate in the graduation ceremony and receive a diploma provided the students meet the 25 District credit requirement.

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 adopt Resolution No. 1617-65 Granting Seniors a District Diploma as an exception to Board Policy 6146.1 (c).

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, MAY 10, 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.