

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

BOARD OF TRUSTEES
Regular Meeting

REVISED

September 28, 2016

Closed Session 5:30 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 5:30 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Daniel Burch/Sara Young
Attorney – Ernest Bell
Significant Exposure to Litigation – Four Cases
IDR Case Number 20160208
IDR Case Number 20160614
IDR Case Number 20160624
IDR Case Number 20160830
(Pursuant to Government Code § 54956.9 (d)(2))

EXHIBIT A-1
EXHIBIT A-2
EXHIBIT A-3
EXHIBIT A-4

Attorney – David M. Huff
Significant Exposure to Litigation – Two Cases
(Pursuant to Government Code § 54956.9 (d)(2))

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Daniel Burch/Sara Young
Attorney – Ernest Bell
Significant Exposure to Litigation – Six Cases
OAH Case Number 2016050499
OAH Case Number 2016061309
OAH Case Number 2016070718
OAH Case Number 2016071099
OAH Case Number 2016080217
OAH Case Number 2016080290
(Pursuant to Government Code § 54956.9(d)(1))

EXHIBIT B-1
EXHIBIT B-2
EXHIBIT B-3
EXHIBIT B-4
EXHIBIT B-5
EXHIBIT B-6

C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Gordon Amerson
(Pursuant to Government Code § 54957)

PUBLIC HEARINGS:

Agenda Item 1: Resolution No. 1617-39, Statement Of Assurance For Instructional Materials Realignment Fund, Fiscal Year 2016-2017.

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

Master Sergio Cardenas and Lisa Grossman for their commitment to the children of the District and support of the GRIP program.

Associated Student Body

*Aliso Niguel High School
Deni Christensen, Principal
Ann Zendner, Director of Student Activities
Max Eunice, Associated Student Body President*

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

PUBLIC HEARING

**1. PUBLIC HEARING: RESOLUTION NO. 1617-39, STATEMENT OF INFORMATION/
ASSURANCE FOR INSTRUCTIONAL MATERIALS REALIGNMENT FUND, DISCUSSION
FISCAL YEAR 2016-2017:**

The Board will conduct a public hearing on adopting Resolution No. 1617-39, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2016-2017. Supporting documentation can be found in Exhibit 25.

CUSD WIG I: 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 \$143,022.20 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 2
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 \$2,484,273.66 and the commercial warrants total \$28,792,351.58. 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 67
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 eleven new agreements totaling \$615,650 and five amendments to existing agreements totaling \$181,575. 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. AMENDMENT NO. 1 TO LEASE AGREEMENT WITH SCHOOLSFIRST FEDERAL CREDIT UNION:** Page 133
EXHIBIT 5

Approval of Amendment No. 1 to the Lease Agreement with SchoolsFirst Federal Credit Union, formerly Orange County Teachers Federal Credit Union, a Non-Profit Financial Institution dated April 24, 2006. This amendment proposes a term to extend the original Initial Term of the Agreement for two additional years. The renewal term will begin March 1, 2017 and will expire on February 28, 2019. The District and SchoolsFirst Federal Credit Union may mutually agree to extend the renewal term for an additional two years by executing a written amendment within six months prior to the expiration of the renewal term. The proposed amendment was previously reviewed and approved by the District's legal counsel.

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

- 6. AMENDMENT NO. 1 AGREEMENT FOR ARCHITECTURAL AND RELATED SERVICES, SAN JUAN HILLS HIGH SCHOOL CLASSROOM ADDITION - HMC GROUP:** Page 145

Approval of Amendment No. 1 to Agreement for Architectural and Related Services with HMC Group for the San Juan Hills High School Classroom Addition project. Services include architectural, civil and electrical engineering, and landscape design. Exhibit F of the agreement will be supplemented to include services in Exhibit F-1 and the contract will be amended to reflect the additional cost associated with the additional services. The aggregate cost under this agreement is estimated to be \$894,953 as amended, increased from \$863,468. Due to the size, the original contact in combination with this amendment will be posted online on the District Board Agendas and Supporting Documentation page.

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

- 7. AMENDMENT NO. 1 AGREEMENT FOR ARCHITECTURAL AND RELATED SERVICES, TESORO HIGH SCHOOL CLASSROOM ADDITION - HMC GROUP:** Page 146

Approval of Amendment No. 1 to Agreement for Architectural and Related Services with HMC Group for the Tesoro High School Classroom Addition project. Services include architectural, civil and electrical engineering, and landscape design. Exhibit F of the agreement will be supplemented to include services in Exhibit F-1 and the contract will be amended to reflect the additional cost associated with the additional services. The aggregate cost under this agreement is estimated to be \$743,532 as amended, increased from \$704,580. Due to the size, the original contact in combination with this amendment will be posted online on the District Board Agendas and Supporting Documentation page.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 8. AWARD BID NO. 1617-05, FRESH PRODUCE (FRUITS & VEGETABLES) PRODUCTS AND SERVICES – VAL-PRO, INC., dba VALLEY FRUIT & PRODUCE CO.:** Page 147
EXHIBIT 8

Approval of the Award of Bid No. 1617-05, Fresh Produce (Fruits & Vegetables) Products and Services to Val-Pro dba Valley Fruit & Produce Co. Three bids were received and opened on August 23, 2016 which are listed in Exhibit A. The bidder offering the most products at the lowest prices was used to determine the lowest responsive bidder. This bid is awarded, in the entirety, to the lowest responsive bidder. The initial contract term is October 1, 2016 through June 30, 2017 and may be extended by mutual agreement with Board approval for a term not-to-exceed three years. Annual expenditures for fresh produce products and services using this bid are anticipated to be \$100,000 funded through Food and Nutrition Services. Actual expenditures may vary depending on District need.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 9. EXTENSION NO. 2 OF BID NO. 1415-02, OUTSOURCE TRANSPORTATION SERVICE – AMERICAN LOGISTICS COMPANY, LLC:** Page 154
EXHIBIT 9

Approval of Extension No. 2 of Agreement Bid No. 1415-02, Outsource Transportation Service, with American Logistics Company, LLC. The vendor agrees to continue providing services at the previous pricing structure for the renewal period of July 1, 2016 through June 30, 2017. Annual expenditures utilizing this contract are estimated to be \$300,000 funded by special education transportation funds. Actual expenditures will vary by District needs.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 10. FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1516-12, SAN JUAN HILLS HIGH SCHOOL ADDITION PHASE I, WEST PARKING UPGRADES – PAUL C. MILLER CONSTRUCTION CO., INC.:** Page 162
EXHIBIT 10

Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1516-12, San Juan Hills High School Addition Phase I, West Parking Upgrades. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. Funded by Developer Fees, sale proceeds of north transportation yard property, CFD 90-2, CFD 90-2 Improvement Area No. 2002-1, and CFD 98-2.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 11. FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1516-15, LADERA RANCH MIDDLE SCHOOL RELOCATABLE CLASSROOM AND RESTROOM PROJECT – R. JENSEN COMPANY, INCORPORATED:** Page 163
EXHIBIT 11

Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1516-15, Ladera Ranch Middle School Relocatable Classroom and Restroom Project. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. Funded by CFD 98-2 and Developer Fees.

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

12. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1516-18, EXTERIOR PAINT AT VIEJO ELEMENTARY SCHOOL - IGOR BERNIK DBA SIGNATURE PAINTING:** Page 164
EXHIBIT 12

Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1516-18, Viejo Elementary School Exterior Painting. In order to obtain legal protection from undisclosed and unknown potential lien claimants, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. Funded by deferred maintenance.

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

13. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1516-21, BERGESON ELEMENTARY SCHOOL RELOCATABLE CLASSROOM PROJECT – R. JENSEN COMPANY, INCORPORATED:** Page 165
EXHIBIT 13

Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1516-21, Bergeson Elementary School Relocatable Classroom Project. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. Funded by Developer Fees.

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

14. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1516-22, ALISO NIGUEL HIGH SCHOOL RELOCATABLE CLASSROOMS – R. JENSEN COMPANY, INCORPORATED:** Page 166
EXHIBIT 14

Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1516-22, Aliso Niguel High School Relocatable Classroom Project. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. Funded by CFD funds.

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

15. **STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NOS. 3-14-70-3108A AND 3-15-70-3108B GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-35F-0511T, INFORMATION TECHNOLOGY GOODS AND SERVICES – EC AMERICA, INCORPORATED DBA EPIC MACHINES, INCORPORATED:** Page 167

Approval of State of California Multiple Award Schedule (CMAS) Contract Nos. 3-14-70-3108A and 3-15-70-3108B, General Services Administration schedule GS-35F-0511T, for the purchase and warranty of hardware and software, software maintenance as a product and installation from EC America, Incorporated dba Epic Machines, Incorporated. These CMAS contracts allow the District to purchase discounted appliances, training, licenses and support for the Aruba Clearpass Network Access Control (NAC) system the District implemented for network user identification. The initial contract term for contract 3-15-70-3108B is July 1, 2015 through March 31, 2017. The initial contract term for contract 3-15-70-3108A is September 12, 2014 through September 30, 2017. Annual expenditures under this contract are estimated not-to-exceed \$300,000 based on the growth of network users, funded by the general fund. The actual amount of expenditures under the “piggyback” contract may be more or less than the stated amount, depending on the availability of funding. School boards have the authority to piggyback on another public agency’s bid, per Public Contract Code §§10298, 10299, and 12100 et. seq., 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 Board Agendas and Supporting Documentation page.

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

16. AWARD BID NO. 1617-01, SAN JUAN HILLS HIGH SCHOOL BUILDING J – LOWEST BIDDER: Page 168

Approval of the Award of Bid No. 1617-01, San Juan Hills High School Building J to the lowest bidder. The bids received and opened on September 22, 2016 are listed in Exhibit A, which will be posted on the District's Board Agenda page, specifically the Purchasing Supporting Documentation link. The proposed contract with the lowest bidder will also be posted at the same online location. The bidder offering the lowest base price was used to determine the lowest responsive bidder. The identity of the winning bidder will be announced by 5:00 p.m.

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

17. AWARD BID NO. 1516-10, SAN CLEMENTE HIGH SCHOOL BUILDING 800 – LOWEST BIDDER: Page 169

Approval of the Award of Bid No. 1516-10, San Clemente High School Building 800 to the lowest bidder. The bids received and opened on September 23, 2016 are listed in Exhibit A, which will be posted on the District's Board Agenda page, specifically the Purchasing Supporting Documentation link. The proposed contract with the lowest bidder will also be posted at the same online location. The bidder offering the lowest base price was used to determine the lowest responsive bidder. The identity of the winning bidder will be announced by 2:00 p.m.

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

18. MEMORANDUM OF UNDERSTANDING WITH SANTA ANA UNIFIED SCHOOL DISTRICT: Page 170
EXHIBIT 18

Approval of the Memorandum of Understanding (MOU) with Santa Ana Unified School District (SAUSD) to provide special education Deaf and Hard of Hearing programs and services for District students referred by their Individualized Education Program (IEP) team. SAUSD provides specialized programs for Deaf or Hard of Hearing students in grades K – 6 who require a more intensive special education placement. The District is currently projected to have three students in the SAUSD program, but the approval of the MOU allows the District to place additional students as determined by the IEP team or through a settlement agreement. Estimated cost per student is \$38,000. Annual expenditures under this MOU are limited to \$115,000 paid by special education funds.

Contact: Daniel Burch, Interim Associate Superintendent, SELPA, Special Education Services

HUMAN RESOURCE SERVICES

19. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES: Page 175
EXHIBIT 19

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

20. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES: Page 192
EXHIBIT 20

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

21. **SCHOOL BOARD MINUTES:** Page 213
Approval of the June 22, 2016 Regular Board Meeting minutes. **EXHIBIT 21**
Contact: Nicole Perez, Executive Secretary, Board Operations
22. **SCHOOL BOARD MINUTES:** Page 228
Approval of the July 20, 2016 Regular Board Meeting minutes. **EXHIBIT 22**
Contact: Nicole Perez, Executive Secretary, Board Operations

DISCUSSION ACTION ITEMS

23. **PRESENTATION REGARDING UPCOMING GOALS FOR 2016-2017 SCHOOL YEAR:** INFORMATION/
DISCUSSION
Page 236 **EXHIBIT 23**
District staff has aligned all District plans, management evaluations, and site and department work plans to our WIGs. All WIGs were finalized for Board of Trustees and approved at the November 11, 2015 Board meeting. Tonight staff will present the goals for the 2016-2017 school year.
CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.
CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.
Contact: Kirsten Vital, Superintendent

Staff Recommendation

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

24. **UPDATE ON FINANCINGS FOR COMMUNITY FACILITIES DISTRICTS:** INFORMATION/
DISCUSSION
Page 237 **EXHIBIT 24**
Following the information presentation on Community Facilities Districts on August 10, 2016, the Board will receive an update from the District's financial advisor, Government Financial Strategies, on the continued implementation and results of the financing plans.
CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

25. **RESOLUTION NO. 1617-39, STATEMENT OF ASSURANCE FOR INSTRUCTIONAL MATERIALS REALIGNMENT FUND, FISCAL YEAR 2016-2017:** DISCUSSION/
ACTION
Page 252 **EXHIBIT 25**
Education Code § 60119 specifies a public hearing shall be held in order to receive funding for the Pupil Textbook and/or Instructional Materials Realignment Program and encourages participation by parents, teachers, members of the community and bargaining unit leaders. Education Code § 60252 specifies all purchases of instructional materials made from State Instructional Materials Fund shall conform to the law and applicable rules and regulations. The Board of Trustees shall make a determination through a resolution as to whether each pupil in each school in the

District has sufficient textbooks and/or instructional materials in each of the following subject areas: English/Language Arts, History/Social Science, Health, Mathematics, Science, World Languages and science laboratory equipment. There is no financial impact.

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

Contact: Susan Holliday, 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 the Resolution No.1617-39, Statement of Assurance for Instructional Materials Realignment Fund, Fiscal Year 2016-2017.

Motion by _____ Seconded by _____

26. **RESOLUTION NO. 1617-40 RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT, ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 87-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT (MISSION VIEJO/ALISO VIEJO), DISSOLVING COMMUNITY FACILITIES DISTRICT NO. 87-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT (MISSION VIEJO/ALISO VIEJO) AND APPROVING RECORDATION OF NOTICE OF CESSATION OF SPECIAL TAX:** DISCUSSION/
ACTION
Page 279
EXHIBIT 26

The Board is asked to consider adoption of Resolution No. 1617-40 dissolving Community Facilities District (CFD) 87-1 (Mission Viejo/Aliso Viejo). The Resolution would officially dissolve the CFD, record a notice of cancellation of special tax and remove the liens on CFD properties, and end the District’s authorization to levy the CFD tax.

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. 1617-40, Resolution of the Board of Trustees of the Capistrano Unified School District, Acting as the Legislative Body of Community Facilities District No. 87-1 of the Capistrano Unified School District (Mission Viejo/Aliso Viejo), Dissolving Community Facilities District No. 87-1 of the Capistrano Unified School District (Mission Viejo/Aliso Viejo) and Approving Recordation of Notice of Cessation of Special Tax.

Motion by _____ Seconded by _____

27. **RESOLUTION NO. 1617-41 RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT, ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 88-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT (RANCHO SANTA MARGARITA), DISSOLVING COMMUNITY FACILITIES DISTRICT NO. 88-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT (RANCHO SANTA MARGARITA), ELIMINATING ALL TAX LIENS AND APPROVING RECORDATION OF NOTICES THEREOF:** DISCUSSION/
ACTION
Page 283
EXHIBIT 27

On August 13, 2014 the Board adopted Resolution 1415-04 memorializing its intent to authorize notices of cancellation of special tax be sent to property owners in Community Facilities District (CFD) 88-1 following the final payment of outstanding CFD bonds. Subsequent to the final payment, notices were sent to property owners and the special tax was ended. The Board is now asked to consider adoption of Resolution No. 1617-41 dissolving CFD 88-1 (Rancho Santa Margarita).

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. 1617-41, Resolution of the Board of Trustees of the Capistrano Unified School District, Acting as the Legislative Body of Community Facilities District No. 88-1 of the Capistrano Unified School District (Rancho Santa Margarita), Dissolving Community Facilities District No. 88-1 of the Capistrano Unified School District (Rancho Santa Margarita), Eliminating All Tax Liens and Approving Recordation of Notices Thereof.

Motion by _____ Seconded by _____

28. **RESOLUTION NO. 1617-42 RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT, ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 94-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT (RANCHO SANTA MARGARITA), DISSOLVING COMMUNITY FACILITIES DISTRICT NO. 94-1 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT (RANCHO SANTA MARGARITA), ELIMINATING ALL TAX LIENS AND APPROVING RECORDATION OF NOTICES THEREOF:** DISCUSSION/
ACTION
Page 285
EXHIBIT 28

On August 13, 2014 the Board adopted Resolution 1415-09 memorializing its intent to authorize notices of cancellation of special tax be sent to property owners in Community Facilities District (CFD) 94-1 following the final payment of outstanding CFD bonds (for the associated CFD 88-1). Subsequent to the final payment, notices were sent to property owners and the special tax was ended. The Board is now asked to consider adoption of Resolution No. 1617-42 dissolving CFD 94-1 (Rancho Santa Margarita).

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. 1617-42, Resolution of the Board Of Trustees of the Capistrano Unified School District, Acting as the Legislative Body of Community Facilities District No. 94-1 of the Capistrano Unified School District (Rancho Santa Margarita), Dissolving Community Facilities District No. 94-1 of the Capistrano Unified School District (Rancho Santa Margarita), Eliminating All Tax Liens and Approving Recordation of Notices Thereof.

Motion by _____ Seconded by _____

29. **FIRST READING – BOARD POLICY 4112.8, 4212.8, 4312.8, EMPLOYMENT OF RELATIVES:** DISCUSSION/
ACTION
Page 287

This proposed revision of Board Policy 4112.8, 4212.8, 4312.8, *Employment of*

Relatives, updates this policy to clarify language related to the employment of relatives. **EXHIBIT 29**

Changes are underlined; deletions are struck through. There is no fiscal impact.

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

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 4112.8, 4212.8, 4312.8, *Employment of Relatives*.

Motion by _____ Seconded by _____

30. FIRST READING – BOARD POLICY 4300, MANAGEMENT, SUPERVISORY AND CONFIDENTIAL PERSONNEL: DISCUSSION/
ACTION

This proposed revision of Board Policy 4300, *Management, Supervisory and Confidential Personnel*, updates this policy to reflect current language as well as delineate the differences between Management, Supervisory and Confidential employees. Changes are underlined; deletions are struck through. There is no fiscal impact.

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EXHIBIT 30

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

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 4300, *Management, Supervisory and Confidential Personnel*.

Motion by _____ Seconded by _____

31. SECOND READING – REVISIONS TO BOARD POLICY 5141.1, BUS CONDUCT: DISCUSSION/
ACTION

The proposed revision of Board Policy 5141.1, *Bus Conduct*, updates the policy to current Education Code and incorporates language concerning use of electronic devices and bus surveillance systems. Additional revisions requested by Trustees during the first reading of this item have been made. Changes are underlined; deletions are struck through.

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EXHIBIT 31

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 5141.1, *Bus Conduct*.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, OCTOBER 12, 2016, 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.