

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

BOARD OF TRUSTEES
Regular Meeting

January 25, 2017

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

Janie Hoy/Sara Young
Attorney – Ernest Bell
Significant Exposure to Litigation – Three Cases
IDR Case Number 20161118
IDR Case Number 20161215
Special Education Program Location Change
(Pursuant to Government Code § 54956.9(d)(2))

EXHIBIT A-1
EXHIBIT A-2

Kirsten Vital/Clark Hampton/Susan Holliday
Attorney – David Huff
Significant Exposure to Litigation – Two Cases
(Pursuant to Government Code § 54956.9(d)(2)(3))

EXHIBIT A-3

Challenge to Student Records
Susan Holliday
Attorney – Anthony De Marco/Lexie Davidson
One Case
(Pursuant to Education Code § 49070(c))

EXHIBIT A-4

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Janie Hoy/Sara Young
Attorney - Ernest Bell
Significant Exposure to Litigation – Four Cases
District Court Case 8:16-cv-0001000
OAH Case Number 2016030010/2016020203
OAH Case Number 2016100160
OAH Case Number 2016110313
(Pursuant to Government Code § 54956.9(d)(1))

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

C. BOARD POLICY 4301 APPEAL TO THE BOARD REGARDING DISCRIMINATION COMPLAINT AGAINST EMPLOYEES **EXHIBIT C-1**

Gordon Amerson
(Pursuant to Government Code §54957)

D. STUDENT EXPULSIONS

Mike Beekman
Five Cases
Case Number 2017-014
Case Number 2017-015
Case Number 2017-017
Case Number 2017-018
Case Number 2017-020
Case Number 2017-021

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

E. STUDENT READMISSIONS

Mike Beekman
One Case
Case Number 2016-024

EXHIBIT E-1

F. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Susan Holliday
One Case
(Pursuant to Government Code §54957)

EXHIBIT F-1

Gordon Amerson
One Case
(Pursuant to Government Code §54957)

G. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE

Superintendent
(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

Associated Student Body
Tesoro High School
Bill Mocnik, Principal
Christina Migge, Activities Director
Brian Kim, Associated Student Body President

Extra Miler

Jennifer Mele for her dedication to the students and staff at San Juan Hills High School in her role as media liaison.

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.

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

- 1. DONATION OF FUNDS AND EQUIPMENT:** Page 1
EXHIBIT 1

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$313,601.26 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
- 2. PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 4
EXHIBIT 2

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 \$5,279,047.30 and the commercial warrants total \$10,423,640.77. 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
- 3. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE AND MASTER CONTRACT AGREEMENTS:** Page 77
EXHIBIT 3

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 fifteen new agreements totaling \$451,540 and nine amendments to existing agreements totaling \$97,175. 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
- 4. AGREEMENT FOR USE OF EMERALD COVE OUTDOOR SCIENCE INSTITUTE FACILITIES, SUPPLIES, EQUIPMENT, AND SERVICES PUBLIC SCHOOL DISTRICTS SCHOOL YEAR 2016-2017:** Page 223
EXHIBIT 4

Approval of the Agreement For Use of Emerald Cove Outdoor Science Institute Facilities, Supplies, Equipment, and Services Public School Districts School Year 2016-2017 to provide a program and classes in outdoor science and environmental education. Emerald Cove Outdoor Science Insitute will provide services at the rates indicated in the agreement. The scheduled attendance for these programs for fifth grade students varies for Castille, Las Palmas, Del Obispo, Viejo, Reilly, Oak Grove and Wood Canyon Elementary Schools, as listed in the agreement. Expenditures under this contract are estimated to be \$164,065 paid by gift funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 5. AMENDMENT TO EXTENSION NO. 1 OF AGREEMENT BID NO. 1516-02, AUDIO VISUAL EQUIPMENT WITH GOLDEN STAR TECHNOLOGY DBA** Page 239
EXHIBIT 5

GST:

Approval of the Amendment to Extension No. 1 of Agreement Bid No. 1516-02 for the purchase of audio visual equipment with Golden Star Technology dba GST, removing Item No. 27, Epson LCD Projector HDMI Powerlite 575W. The contract does not allow for price increases and due to the manufacture price increase, GST can no longer honor pricing stated on the original bid award. Annual expenditures for audio visual products purchased using this bid are anticipated to be \$900,000 to \$1,000,000 funded through various sources including, but not limited to, gift funds, site funds, grants, and general fund.

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

- 6. AWARD BID NO. 1617-02, TREE TRIMMING MAINTENANCE SERVICE – WEST COAST ARBORISTS, INC.:** Page 240
EXHIBIT 6

Approval of the Award of Bid No. 1617-02, Tree Trimming Maintenance Service to West Coast Arborists, Inc. Two bids were received and opened on August 19, 2016 which are listed in Exhibit A. The low bid is determined by select line items representing the most common District projects at a weighted percentage. West Coast Arborists, Inc. is the lowest responsive, responsible bidder. The initial contract term is September 27, 2016 through September 26, 2017, and may be extended by mutual agreement for a renewal term not-to-exceed two additional one-year periods. Annual expenditures under this contract are estimated to be \$350,000 funded by general fund. Actual expenditures will be dependent on the availability of funds and the amount may be more or less than what is currently estimated.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 7. AWARD BID NO. 1617-15, MODULAR BUILDING SERVICES AT TESORO HIGH SCHOOL – CLASS LEASING LLC:** Page 254
EXHIBIT 7

Approval of the Award of Bid No. 1617-15, Modular Building Services at Tesoro High School to Class Leasing LLC. Four bids were received and opened on December 15, 2016 which are listed in Exhibit A. The bidder offering the lowest base price was used to determine the lowest responsive bidder. Class Leasing, LLC is the lowest responsive, responsible bidder at \$276,661. The project will be funded by Capital Facilities Fund, Developer Fees and CFD funds.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 8. AWARD BID NO. 1617-16, MARBLEHEAD ELEMENTARY SCHOOL OUTDOOR CLASSROOM – PRUNIN ARBORICULTURE & LANDSCAPE MAINTENANCE:** Page 307
EXHIBIT 8

Approval of the Award of Bid No. 1617-16, Marblehead Elementary School Outdoor Classroom to So Cal Seven, Inc. dba Prunin Arboriculture & Landscape Maintenance. Two bids were received and opened on December 21, 2016 are listed in Exhibit A. The bidder offering the lowest base price plus all alternatives was used to determine the lowest responsive bidder. Prunin Arboriculture & Landscape Maintenance is the lowest responsive, responsible bidder at \$56,562. This project will be funded by the general fund.

Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
- 9. CHANGE ORDER NO. 1, BID NO. 1516-10, SAN CLEMENTE HIGH SCHOOL BUILDING 800 PROJECT:** Page 341
EXHIBIT 9

Approval of Change Order No. 1, Bid No. 1516-10 for the San Clemente High School Building 800 Project related to unforeseen underground work for the building pad and utilities. 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 \$8,988,888. The new contract sum including Change Order No. 1 is \$9,127,455.60 funded by Developer Fees, School Facility Funds, Special Reserve Funds and CFD 90-2.

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

10. **CHANGE ORDER NO. 1, BID NO. 1617-01, SAN JUAN HILLS HIGH SCHOOL BUILDING J PROJECT:** Page 393
EXHIBIT 10
Approval of Change Order No. 1, Bid No. 1617-01 for the San Juan Hills High School Building J Project related to unforeseen underground work for the building pad and utilities. 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. 1 is \$8,585,611.13 funded by Developer Fees, CFD 90-2, CFD 98-2 and CFD 2004-1.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
11. **CONTINUOUS PUBLIC NOTICE – DISPOSAL OF SURPLUS PROPERTY:** Page 415
EXHIBIT 11
Approval of the continuous public notice related to the disposal of District-owned surplus property. Prior to a sale, the District must give public notice. The continuous public notice meets the requirements of the law and allows for timely disposal of items that are obsolete, beyond economical repair, no longer required within the current curriculum, or necessary for any other school purpose. This public notice will be posted at the District Education Center, the Maintenance and Operations building at the Thornsley Center and on the Maintenance and Operations websites.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
12. **DECLARATION OF SURPLUS ITEMS:** Page 416
EXHIBIT 12
Approval of the declaration of surplus items listed and described as surplus, and the approval of the public and private disposition of the surplus items in accordance with Education Code §§17545-17546 and Board Policy 3270, posted on the Purchasing Bids/RFP's Supporting Documentation webpage. District schools and programs have accumulated various pieces of equipment, vehicles, materials, and other items that are beyond economical repair, obsolete, no longer required within the current curriculum, or necessary for any other school purpose. These items will be disposed of by public sale, or if no reasonable bids are received, by private sale for salvage. All items are subject to reallocation within the District prior to sale or disposal. Revenues from the sale are unknown. Sale proceeds may be deposited into the original fund from which the purchase was made.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
13. **EXTENSION NO. 2 OF BID NO. 1415-08, ELEVATOR SERVICE, MAINTENANCE AND REPAIR – VERTICAL TRANSPORT, INC.:** Page 417
EXHIBIT 13
Approval of Extension No. 2 of Bid No. 1415-08 with Vertical Transport, Inc., to provide elevator service, maintenance, and repairs as needed throughout the District. The current hourly labor rates for the renewal period of January 1, 2017, through June 30, 2017 will remain the same. Annual expenditures utilizing this contract are estimated to be \$250,000 funded by deferred maintenance and routine restricted maintenance. Actual expenditures will vary depending on District needs and availability of funding.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
14. **GRAND JURY REPORT AND DISTRICT RESPONSE:** Page 429
EXHIBIT 14
Approval of the District response to the Grand Jury Report titled *Dealing with Asbestos in Orange County Public Schools* (Report). The District was identified as one of the parties required to submit a response to the Report. The District's practice for responding to Grand Jury requests is for staff to respond on behalf of the Board and share the response with Trustees prior to the response deadline. This response was prepared by District staff and shared with Trustees on September 16, 2016. The response was submitted to the presiding judge in advance of the September 28, 2016 due date. At the end of December 2016, the Grand Jury contacted the District asking if the response constitutes a response from the District's governing body. In an abundance of procedure, staff is requesting the Board ratify the District's previously

submitted response to the Grand Jury. This approval will be shared with the Grand Jury.

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

15. FILING A NOTICE OF EXEMPTION FOR THE TESORO HIGH SCHOOL CLASSROOM ADDITION PROJECT: Page 506
EXHIBIT 15

Approval of the filing of a Notice of Exemption for the Tesoro High School Classroom Addition in compliance with California Environmental Quality Act (CEQA) Guidelines § 15302. The Facilities Construction Department drafted a Supplemental Information attachment to the Notice of Exemption for the proposed Tesoro High School 24 Classroom Addition. The Supplemental Information provided, lists the categorical exemptions related to this project in compliance with CEQA Guidelines § 15302 and § 15314. With the consent of the Board, CEQA requirements will be satisfied and District staff will move forward with the completion of the Notice of Exemption for the Tesoro High School Classroom Addition. There is no financial impact.

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

16. PROCURE ELIGIBLE E-RATE ITEMS UTILIZING REQUESTS FOR PROPOSALS PROCESS: Page 516
EXHIBIT 16

Approval to procure eligible E-Rate items (Categories 1 and 2) utilizing Requests for Proposals (RFP) process. Public Contract Code Section 20118.2 states that due to the highly specialized nature of technology, telecommunications, related equipment, software and services, it is in the public's best interest to allow a school district to consider, in addition to price, various factors. Section 20118.2(c) requires that prior to awarding contracts utilizing the competitive negotiation RFP process discussed in Section 20118.2(d), the governing board must make a finding that the items listed in the proposed Request for Proposal No. 1-1718 E-Rate Multiple Categories are eligible under the Public Contract Code Section 20118.2, which is posted online on the District Board Agendas and Supporting Documentation page.

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

17. RESOLUTION NO. 1617-49 AUTHORIZATION TO RENEW A COMMUNITY SERVICE PROGRAM CERTIFICATION THROUGH THE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY: Page 517
EXHIBIT 17

Approval of Resolution No. 1617-49, Authorization to Renew a Community Service Program (SP) Certification through the Department of Resources Recycling and Recovery (CalRecycle). Due to statewide fraud with the California Redemption Value (CRV) redemption, the state of California has implemented rules requiring any person, operation, or entity be certified by CalRecycle when redeeming daily loads in excess of 100 pounds of plastic or aluminum. This Resolution will acknowledge the state's CalRecycle program and authorize the Chief Facilities Officer, Facilities/Maintenance and Operations, to submit an application for SP status and certification. There is no financial impact.

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

CURRICULUM & INSTRUCTION

18. DISCOVERY EDUCATION PROFESSIONAL DEVELOPMENT: Page 520
EXHIBIT 18

Approval of a 3 year Science Technology Engineering and Mathematics professional development proposal from Discovery Education for 11 elementary schools. The sites being considered for this proposal are the 7 Capo Forward schools (Wood Canyon Elementary School, Del Obispo Elementary School, Kinoshita Elementary School, RH Dana Elementary School, Hidden Hills Elementary School, Marblehead Elementary School, and Lobo Elementary School); Wagon Wheel Elementary School; Tijeras Creek Elementary School; Laguna Niguel Elementary School; and Bathgate Elementary School. Implementation would begin at selected sites in the 2017-2018 school year and the associated cost of \$269,500 will be funded with general funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

19. **FIRST READING - BOARD POLICY 5119, SCHOOL OF CHOICE:** Page 526
EXHIBIT 19
 Board Policy 5119, *School of Choice (SOC)*, has been updated to reflect the following changes: removal of language indicating the 2016-2017 school year, adding a stipulation that “continuing students” who move out of the boundary cannot displace a student living in that boundary, updated language that references Title I and Program Improvement schools and changing it to reflect the new Every Student Succeeds Act language to “participating in Title I Public School Choice” and clarifying language regarding students transferring back to school of residence that is impacted. Pending Board approval of these technical changes, the SOC application window will open on February 1, 2017. Changes are underlined; deletions are struck through.
Contact: Susan Holliday, Associate Superintendent, Education Services
20. **HANOVER RESEARCH PARTNERSHIP AGREEMENT EXTENSION:** Page 530
EXHIBIT 20
 Approval of the Hanover Research Partnership Agreement extension will allow the District access to research services provided by Hanover related to the evaluation of the District’s Spanish Immersion and GATE Programs to include quantitative and qualitative data analysis, primary research and stakeholder feedback, secondary research and peer benchmarking. The extension will run for a six month time period from February 26, 2017 to August 25, 2017. The \$25,000 cost will be funded with general funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
21. **REVISED AMENDMENT #2 TO THE ORANGE COUNTY CAREER PATHWAYS PARTNERSHIP PROGRAM MOU NUMBER 40909:** Page 535
EXHIBIT 21
 Approval of revised Amendment #2 to the Orange County Career Pathways Partnership Program Memorandum of Understanding Number 40909 includes a revision to paragraph D regarding reporting requirements.
Contact: Susan Holliday, Associate Superintendent, Educational Services

HUMAN RESOURCE SERVICES

22. **GENERAL INSTITUTIONAL PRECONDITIONS FOR ALL EDUCATOR PREPARATION PROGRAMS:** Page 539
EXHIBIT 22
 Approval of the Capistrano Unified School District’s response to the preconditions adopted in December 2015 by the Commission on Teacher Credentialing (CTC). These preconditions will be a part of the District’s Teacher Induction Program, Education Specialist Induction Program, and the future application for a Clear Administrative Services Credential Induction Program. Induction programs are approved by the CTC and are used by beginning teachers and administrators to clear their preliminary credentials.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
23. **INTERNSHIP AGREEMENT WITH CALIFORNIA STATE UNIVERSITY OF LONG BEACH:** Page 550
EXHIBIT 23
 Approval of Internship Agreement with the California State University, Long Beach for January 26, 2017 until terminated by either party. To meet the growing demand of employing qualified teachers in hard-to-fill areas such as Special Education, Mathematics, Physics, Chemistry, Foreign Language, and Bilingual Cross-cultural and Academic Development (BCLAD), Human Resource Services has partnered with California State University, Long Beach for the purpose of allowing students to be placed in the District for fieldwork and supervised teaching experiences.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
24. **MEMORANDUM OF UNDERSTANDING WITH ALLIANT INTERNATIONAL UNIVERSITY, INC.:** Page 556
EXHIBIT 24
 Approval of Memorandum of Understanding (MOU) with Alliant International University Inc. This MOU shall become effective January 1, 2017 – December 31, 2021 in the areas of School Psychology, School Counseling, and Teacher Credentialing.

During the school year, credential candidates will work with District school counselors and school psychologists to fulfill practicum/fieldwork requirements to earn their credential.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

25. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:** Page 559
EXHIBIT 25
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
26. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:** Page 583
EXHIBIT 26
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

27. **SCHOOL BOARD MINUTES:** Page 604
Approval of the August 30, 2016 Special Board Meeting minutes.
EXHIBIT 27
Contact: Nicole Perez, Executive Secretary, Board Operations
28. **SCHOOL BOARD MINUTES:** Page 607
Approval of the September 28, 2016 Regular Board Meeting minutes.
EXHIBIT 28
Contact: Nicole Perez, Executive Secretary, Board Operations

DISCUSSION/ACTION ITEMS

29. **PRESENTATION AND RECEIPT OF THE DISTRICT AND COMMUNITY FACILITIES DISTRICTS ANNUAL FINANCIAL REPORTS FOR THE FISCAL YEAR ENDING JUNE 30, 2016:** DISCUSSION/
ACTION
Page 618
EXHIBIT 29
State law requires each school district in California have an annual audit conducted by a state-certified independent auditor. The audit is conducted according to generally accepted auditing standards, specific guidelines and procedures set by the State Controller's office. Under state law, annual fiscal audits are neither accepted nor rejected by a board, but merely received by the district. For record keeping purposes, the Board of Trustees has annually adopted a motion indicating recognition of receipt of the District annual audit report. Additionally, the Board requested staff to provide an audit on the Community Facilities Districts (CFDs). This audit will be conducted annually for all CFDs. This agenda item pertains to the presentation of the 2015-2016 fiscal year Annual Financial Reports to the Board of Trustees. The Annual Financial Reports for the fiscal year ending June 30, 2016 were completed by the firm Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants.
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, who will introduce a partner from the audit firm Vavrinek, Trine, Day & Co., LLP to present a summary of the audit reports for the year ending June 30, 2016.

Following discussion, it is recommended the Board of Trustees receive the District and

- 30. BOARD POLICY 4031 APPEAL TO THE BOARD REGARDING DISCRIMINATION COMPLAINT AGAINST EMPLOYEES.** INFORMATION/
DISCUSSION
(Pursuant to Government Code §54957).
CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
- Staff Recommendation
It is recommended the Board President recognize Gordon Amerson, Associate Superintendent, Human Resource Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.
- 31. GOVERNOR’S JANUARY BUDGET PROPOSAL FOR FISCAL YEAR 2017-2018:** INFORMATION/
DISCUSSION
Page 780
EXHIBIT 31
On January 18, 2017, staff attended the School Services of California Governor’s Budget Workshop. Trustees will be provided with a brief presentation due to the short time between the School Services workshop on January 18, 2017 and the Board meeting on January 25, 2017.
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 information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.
- 32. STATE ACCOUNTABILITY OVERVIEW:** INFORMATION/
DISCUSSION
Page 781
EXHIBIT 32
The State accountability model is shifting to focus on one continuous improvement system that meets local, state and federal needs. The three major components are: (1) Local Control Accountability Plan and Annual Update, (2) California School Dashboards, and (3) Support and Assistance System. This item will provide an overview and focus on the California School Dashboards component.
CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.
Contact: Susan Holliday, Associate Superintendent, Education Services
- Staff Recommendation
It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.
- 33. FIRST READING - BOARD POLICY 6171, TITLE I PROGRAMS:** INFORMATION/
DISCUSSION
Page 807
EXHIBIT 33
The proposed revisions to Board Policy 6171, *Title I Programs*, adds language to define the Title I Public School Choice program. The approximate \$300,000 fiscal impact is expected to decrease over time, funded by Title I funds. Changes are underlined; deletions are struck through.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

34. #CAPOFORWARD PRESENTATION PART TWO (OF THREE):

The Board will receive a presentation regarding the “re-imagining” project for seven elementary schools (as a follow-up to the December 14, 2016 presentation). This presentation will highlight the School of Choice process, specific marketing strategies, and the use of social media to support these schools. Staff will also share an update on the educational programs at Kinoshita Elementary School and Marblehead Elementary School. The final presentation on #CapoForward will take place on February 22, 2017. ***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

INFORMATION/
DISCUSSION
Page 812
EXHIBIT 34

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.

35. FIRST READING – REVISIONS TO BOARD POLICY 3430, INVESTMENT AND DEBT MANAGEMENT:

Board Policy 3430, *Investment and Debt Management*, was drafted by the Orange County Department of Education to comply with the requirements set forth in SB 1029 which requires that any report of proposed debt include a certification by the issuer that it has adopted local debt policies, which include specified provisions concerning the use of debt and that the contemplated debt issuance is consistent with those local debt policies. This Board policy was formerly titled Investment of District Funds. 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: Clark Hampton, Deputy Superintendent, Business and Support Services

DISCUSSION/
ACTION
Page 834
EXHIBIT 35

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 3430, *Investment and Debt Management*.

Motion by _____ Seconded by _____

36. FIRST READING – BOARD POLICY 5111, ADMISSION:

The proposed revision to Board Policy 5111, *Admission*, adds language to define eligibility for students who are enrolled in transitional kindergarten, and accredited kindergarten and first grade programs that are outside of the District offered programs but do not meet age requirements for enrollment when transferring into the District. Changes are underlined; deletions are struck through.

DISCUSSION/
ACTION
Page 844
EXHIBIT 36

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

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

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

Motion by _____ Seconded by _____

- 37. FIRST READING – REVISIONS TO BOARD POLICY 5111.1, DISTRICT RESIDENCY:** DISCUSSION/
ACTION
Page 848
EXHIBIT 37

This proposed revision of Board Policy 5111.1, *District Residency*, updates this policy and incorporates the recommended policy language as recommended by our legal counsel. The revision includes specific procedures related to the proof of residency. This proposed policy is in alignment with Education Code §35351, Assignment of Students to Particular Schools. Changes are underlined; deletions are struck through.
CUSD WIG 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present information on this item and answer any questions Trustees may have.

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

Motion by _____ Seconded by _____

- 38. SECOND READING – REVISIONS TO BOARD POLICY 5112, ABSENCES AND EXCUSES:** DISCUSSION/
ACTION
Page 851
EXHIBIT 38

Attendance is a critical component in student achievement. Recently an Attendance Taskforce was created to find ways of improving student attendance. The Taskforce agreed that updating policy on attendance was a critical step in improving student attendance. This proposed revision of Board Policy 5112, *Absences and Excuses*, updates the policy to current Education Code and incorporates the recommended policy language suggested by the Taskforce regarding School Attendance Review Board process, chronic absenteeism and expectations that the District may conduct wellness checks for excessive absences. Additional revisions requested by Trustees during the first reading of this item have been made. 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 5112, *Absences and Excuses*.

Motion by _____ Seconded by _____

39. **FIRST READING - BOARD POLICY 6146.1, HIGH SCHOOL GRADUATION REQUIREMENTS:** DISCUSSION/
ACTION
Page 859
EXHIBIT 39

Staff recommends the approval of new language for Board Policy 6146.1, *High School Graduation Requirements*, to include Career Technical Education classes as an option to fulfill graduation requirements. Per Assembly Bill 1330, commencing with the 2012-2013 school year, the completion of a course in career technical education would serve as an alternative to the requirement that a pupil complete a course in visual or performing arts or foreign language. The proposed language would add career technical education to the policy. 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 information on this item.

Following discussion, it is recommended the Board of Trustees approve Board Policy 6146.1, *High School Graduation Requirements*.

Motion by _____ Seconded by _____

40. **ADOPTION OF DISTRICT’S INITIAL PROPOSAL TO CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION FOR 2016-2017 NEGOTIATIONS:** DISCUSSION/
ACTION
Page 868
EXHIBIT 40

The Board of Trustees will consider the Capistrano Unified School District’s initial proposal to California School Employees Association (CSEA) for 2016-2017 reopener negotiations. These reopener negotiations are limited to total compensation plus two articles per side. As required by Government Code § 3547, after the public has had the opportunity to express itself on the initial proposals, the Board shall adopt its initial proposal.

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 adopt the District’s initial proposal to CSEA.

Motion by _____ Seconded by _____

41. **ADOPTION OF DISTRICT’S INITIAL PROPOSAL TO TEAMSTERS FOR 2016-2017 NEGOTIATIONS:** DISCUSSION/
ACTION
Page 870
EXHIBIT 41

The Board of Trustees will consider the Capistrano Unified School District’s initial proposal to Teamsters for 2016-2017 reopener negotiations. These reopener negotiations are limited to total compensation plus two articles per side. As required by Government Code § 3547, after the public has had the opportunity to express itself on the initial proposals, the Board shall adopt its initial proposal.

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 adopt the District's initial proposal to Teamsters.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, FEBRUARY 22, 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.