

CAPISTRANO UNIFIED SCHOOL DISTRICT
33122 Valle Road
San Juan Capistrano, CA 92675
BOARD OF TRUSTEES
Regular Meeting

REVISED

January 24, 2018

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

AGENDA

CLOSED SESSION AT 4:30 P.M.

- 1. CALL TO ORDER**
- 2. CLOSED SESSION COMMENTS**
- 3. CLOSED SESSION** (as authorized by law)

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Gregory Merwin/Sara Young
Attorney - Ernest Bell
Significant Exposure to Litigation – Two Cases
IDR Case Number 20171120
IDR Case Number 20171201
(Pursuant to Government Code § 54956.9(d)(2))

EXHIBIT A-1
EXHIBIT A-2

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Kirsten M. Vital/Clark Hampton/Susan Holliday
Attorney – Marley Fox
Significant Exposure to Litigation – One Case
(Pursuant to Government Code § 54956.9(d)(2)(3))

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Gregory Merwin/Sara Young
Attorney - Ernest Bell
Significant Exposure to Litigation – Five Cases
OAH Case Number 2017051159
OAH Case Number 2017060142
OAH Case Number 2017090988
OAH Case Number 2017100130
OAH Case Number 2017100569
(Pursuant to Government Code § 54956.9(d)(1))

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Capistrano Unified School District v. County of Orange (OCSC #: 30-2017-00963064-CU-TT-CXC)
(Pursuant to Government Code § 54956.9(a))

C. 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

EXHIBIT C-1

4) Capistrano Unified Management Association (CUMA)
(Pursuant to Government Code § 54957.6)
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

D. STUDENT EXPULSIONS

Mike Beekman
Six Cases
Case # 2018-013
Case # 2018-014
Case # 2018-015
Case # 2018-016
Case # 2018-018
Case # 2018-019

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

E. STUDENT READMISSIONS

Mike Beekman
Two Cases
Case # 2017-024
Case # 2017-050

EXHIBIT E-1
EXHIBIT E-2

F. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

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

EXHIBIT F-1
EXHIBIT F-2

G. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE

Superintendent
(Pursuant to Government Code § 54957(b))

RECORDING OF SCHOOL BOARD MEETINGS

In accordance with Board Policy 9324, Board Minutes, all Regular School Board Meetings will be audio recorded.

OPEN SESSION AT 7:00 P.M.

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

REPORT ON CLOSED SESSION ACTION

SPECIAL RECOGNITIONS

Associated Student Body

San Juan Hills High School
Jennifer Smalley, *Principal*
Brooke Valderrama, *Activities Director*
Brianna Rodriguez, *ASB President*

Learning In Capo Spotlight

Mandarin Immersion Program

Jennifer Pang will be presenting "Mandarin Immersion Program, (MIP), Transition to Middle School". Discussion on the K-12 MIP Program highlighting a recent trip by students to China, where a relationship with our new sister school in Xi'an, China was established.

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 or staff 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 \$524,021.10 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 7
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 \$25,352,702.58 and the commercial warrants total \$28,187,842.99. 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 159
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 25 new agreements totaling \$2,089,576.58 and 7 amendments to existing agreements totaling \$54,700. 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. ALISO VIEJO COMMUNITY ASSOCIATION LIMITED USE AND MAINTENANCE AGREEMENT FOR WINTER 2018:** Page 368
EXHIBIT 4
Approval of the ratification of the Aliso Viejo Community Association Limited Use

and Maintenance Agreement (LUMA) for Winter 2018. The Aliso Viejo Community Association (AVCA) owns and maintains Foxborough Park, adjacent to Aliso Niguel High School (ANHS). The Winter 2018 LUMA allows the District to use Foxborough Park, fields 1 and 2, from February 15, 2018 through April 30, 2018 for a fee of \$750 paid by ANHS site funds, as detailed in the LUMA.

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

5. **STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-17-72-0057B, GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-03F-102GA, PURCHASE, WARRANTY AND INSTALLATION OF FLOOR COVERING AND RELATED PRODUCTS – KYA SERVICES, LLC:** Page 388
EXHIBIT 5
- Approval to utilize the State of California Multiple Award Schedule Contract No. 4-17-72-0057B, General Services Administration Schedule No. GS-03F-102GA, and any subsequent revisions, amendments and extensions awarded to KYA Services, LLC, for the purchase, warranty and installation of floor covering materials and related services, as needed by the District. The District can utilize such contracts pursuant to California Public Contract Code §§ 10298, 10299, and 12100 et. seq. 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 the state contract for the purchase, warranty and installation of various floor covering materials and incidental services. The estimated annual expenditure for the contract is \$750,000 funded by the general fund and deferred maintenance. Due to the size, the contract and award documentation is posted online on the District Board Agendas and Supporting Documentation page.
- Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*

CURRICULUM AND INSTRUCTION

6. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, A CAPELLA B:** Page 390
EXHIBIT 6
- Approval of Broadening the Course of Study: New Secondary Course, A Capella B. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: A Capella B. This course will be available to students in grades 9 through 12 and satisfies the “f” requirement of the University of California a-g requirements. Upon approval, the course will be offered in the 2018-2019 school year. Expenditures for sheet music are estimated to cost \$1,500 paid with site supply funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
7. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ADVANCED PLACEMENT RESEARCH:** Page 394
EXHIBIT 7
- Approval of Broadening the Course of Study: New Secondary Course, Advanced Placement (AP) Research. AP Research is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*. The course will target grade 11 and 12 students who are interested in earning a Capstone Diploma. The course is traditionally viewed, by schools and College Board, as the culminating course for the AP Capstone Program. The AP Seminar course is a required prerequisite for the AP Research course. AP Research will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “g” requirement of the University of California a-g requirements. Expenditures for licenses to research databases are estimated at \$1,500 to be paid with site supply funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*

8. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ADVANCED PLACEMENT SEMINAR:** Page 423
EXHIBIT 8
Approval of Broadening the Course of Study: New Secondary Course, Advanced Placement (AP) Seminar. AP Seminar is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*. The course will target grade 10 and 11 students who are interested in earning a Capstone Diploma. The course is traditionally viewed, by schools and College Board, as the first-year course for the AP Capstone Program and does not require a prerequisite. AP Seminar will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will satisfy the “g” requirement of the University of California a-g requirements. Expenditures for licenses to research databases are estimated at \$1,500 paid for by site supply funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
9. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ALGEBRA II WITH FINANCIAL APPLICATIONS:** Page 448
EXHIBIT 9
Approval of Broadening the Course of Study: New Secondary Course, Algebra II with Financial Applications. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: Algebra II with Financial Applications. It is anticipated that this course will be offered at all six comprehensive high schools beginning in the 2018-2019 school year. This course will satisfy the “c” requirement of the UC a-g requirements. Expenditures for textbooks are estimated to be \$30,000-\$60,000 paid with lottery funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
10. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, AVIATION CAREERS:** Page 452
EXHIBIT 10
Approval of Broadening the Course of Study: New Secondary Course, Aviation Careers. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: Aviation Careers. This course is a Career Technical Education elective for students in grades 9 through 12. Aviation Careers will be offered at San Juan Hills and Tesoro High Schools beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will meet the “g” requirement of the University of California a-g requirements. Expenditures for textbooks and two flight simulators are estimated at \$30,000 paid for with Career Technical Education Incentive Grant funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
11. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, CHAMBER ORCHESTRA:** Page 462
EXHIBIT 11
Approval of Broadening the Course of Study: New Secondary Course, Chamber Orchestra. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: Chamber Orchestra. Students must audition as a prerequisite for this course. Chamber Orchestra will be offered at Tesoro High School beginning in the 2018-2019 school year and available at all comprehensive high schools should they choose to offer this course. This course will meet the “f” requirement of the University of California a-g requirements. Expenditures for sheet music are estimated to be \$2,000 paid for with site supply funds.
Contact: Susan Holliday, Associate Superintendent, Education Services

12. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, INTERNATIONAL BACCALAUREATE MARINE SCIENCE STANDARD LEVEL HONORS:** Page 467
EXHIBIT 12
Approval of Broadening the Course of Study: New Secondary Course, International Baccalaureate (IB) Marine Science Standard Level Honors. The following high school course is proposed for the 2018-2019 course catalog in accordance with Board Policy 6143, *Courses of Study*: IB Marine Science Standard Level Honors. Prerequisites for this course include a C or better in Biology and Chemistry or Physics. Students may enroll in this course even if they are not enrolled in the IB program. This course will meet the “d” requirement for University of California a-g requirements. IB Marine Science will be offered at Capistrano Valley High School beginning in the 2018-2019 school year and be available at San Clemente High School should it choose to offer this course. Expenditures for textbooks are estimated to be \$10,000 paid for with site supply funds and Library Abatement funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
13. **AGREEMENT FOR PARTICIPATION WITH THE ART MASTERS LEGACY PROGRAM AT MULTIPLE ELEMENTARY SCHOOL SITES IN 2017-2018:** Page 474
EXHIBIT 13
Approval of Agreement for Participation with the Art Masters Legacy Program at Truman Benedict Elementary, Don Juan Avila Elementary, and Bergeson Elementary School sites in 2017-2018. Art Masters Legacy provides services that include art assemblies and hands-on studio art activities for students. Art Masters Legacy teachers-lecturers conduct and present multimedia presentation assemblies using art visuals, images and engrossing stories covering each artist and/or art subject. Later, students get an opportunity to engage in art activities to create their own individual works of art in the manner of the master artist or art subject, using the same styles, techniques, media and disciplines. The total expenditure for these agreements is \$22,591 paid by site and/or gift funds from each participating school site.
Contact: Susan Holliday, Associate Superintendent, Education Services
14. **AGREEMENT FOR PARTICIPATION WITH CODECAMPUS, LLC TO PROVIDE SERVICES TO DEL OBISPO ELEMENTARY IN 2017-2018:** Page 485
EXHIBIT 14
Approval of Agreement for Participation with CodeCampus, LLC to provide services to Del Obispo Elementary School (ES) in 2017-2018. CodeCampus will provide one instructor to deliver weekly, in-classroom computer coding instruction for all students at the site in grades K-5. Classroom sessions will involve 30-45 minute instructional periods provided once a week. Sessions will begin in December of 2017 and continue to through June 2018. Del Obispo ES teachers will be present during these sessions and will begin to develop their own capacity to deliver support for students in computer coding. The estimated expenditure under this contract for the year is \$11,250 paid by site Title I funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
15. **AGREEMENT FOR ADDITIONAL SCHOOL PARTICIPATING IN INSIDE THE OUTDOORS’ SCHOOL PROGRAMS AGREEMENT NUMBERS: #10004-5, #10004-6, #10004-7, #10024-2:** Page 492
EXHIBIT 15
Approval of Agreement for Additional School Participating in Inside the Outdoors’ School Programs Agreement Numbers: #10004-5, #10004-6, #10004-7, #10024-2. The Board approved the original agreement at the August 23, 2017 Board meeting for five schools to participate in Orange County Department of Education’s Inside the Outdoors “Traveling Scientist” program in which classroom sessions are provided at schools on a variety of science topics. Don Juan Avila Elementary School, Laguna Niguel Elementary School, Dana Hills High School, R.H. Dana Elementary School, Malcom Elementary School, Palisades Elementary School, Vista Del Mar Elementary School, Wagon Wheel Elementary School and Wood Canyon Elementary School have

expressed an interest in adding additional sessions to those already scheduled and approved. The addendum to the original agreement is required in order to add these additional requested sessions. The scheduled attendance and contracted amounts for these programs varies by school site at a total expenditure of \$8592.80 paid by gift or site funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

16. **MEMORANDUM OF UNDERSTANDING WITH K TO COLLEGE 2017-2022:** Page 527
EXHIBIT 16
Approval of Memorandum of Understanding (MOU) with K to College (K2C), also doing business as Supplybank.org for 2017-2022. This MOU outlines conditions to be met by the District as they relate to receiving and distributing materials and supplies for students identified as homeless as defined by the McKinney-Vento Homeless Assistance Act. Materials and supplies include but are not limited to school supply, dental and hygiene kits. The materials and supplies are provided free of charge to the District; there is no financial impact.
Contact: Susan Holliday, Associate Superintendent, Education Services
17. **AGREEMENT FOR PARTICIPATION WITH THE YMCA OF ORANGE COUNTY LAGUNA NIGUEL, TO PROVIDE A PHYSICAL EDUCATION PROGRAM FOR STUDENTS AT CARL HANKEY, CASTILLE AND HIDDEN HILLS ELEMENTARY SCHOOLS 2017-2018:** Page 530
EXHIBIT 17
Approval of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to provide Physical Education (P.E.) Programs for Students at Carl Hankey, Castille and Hidden Hills Elementary Schools 2017-2018. The YMCA will provide P.E. lessons in grades 1-5 that are modeled after the Physical Education Content Standards for California Public Schools. This program will help sites meet the required 200 minutes of P.E. instruction each 10 days that students must receive per Education Code as well as providing them with rich, engaging and challenging P.E. instruction. Since 2014-2015, several District schools have successfully partnered with the YMCA to provide P.E. instruction to students. Carl Hankey, Castille and Hidden Hills Elementary Schools will utilize this program for its students in 2017-2018. The classroom teacher of record will be present during all instructional time. The estimated expenditure under these contracts is \$42,300 paid by Title I or gift funds from each participating school site.
Contact: Susan Holliday, Associate Superintendent, Education Services
18. **RATIFICATION OF AGREEMENT FOR PARTICIPATION WITH THE YMCA OF ORANGE COUNTY LAGUNA NIGUEL, TO PROVIDE A PHYSICAL EDUCATION NOONTIME SPORTS PROGRAM FOR STUDENTS AT GEORGE WHITE AND WOOD CANYON ELEMENTARY SCHOOLS 2017-2018:** Page 548
EXHIBIT 18
Approval of Ratification of Agreement for Participation with the YMCA of Orange County Laguna Niguel, to provide a Physical Education Noontime Sports Programs for Students at George White and Wood Canyon Elementary Schools 2017-2018. This program would provide students with organized sports during lunch/recess time two or three times per week, for approximately two hours per day. Other District schools have successfully partnered with the YMCA to provide lunchtime P.E. instruction to students. George White and Wood Canyon Elementary Schools would like to utilize this program for its students. The estimated expenditure under this contract is \$6450 paid by site and/or gift funds from each participating school site.
Contact: Susan Holliday, Associate Superintendent, Education Services

STUDENT SUPPORT SERVICES

19. MEMORANDUM OF UNDERSTANDING WITH LAGUNA BEACH UNIFIED SCHOOL DISTRICT:

Page 565
EXHIBIT 19

Approval of the ratification of the Memorandum of Understanding with Laguna Beach Unified School District (LBUSD) for the purpose of implementing special education services and programs. The Agreement allows the District to provide all direct services, including access to local community supports and independent living, for a LBUSD student that would be placed in the District's Adult Transition Program (ATP) during the 2017-2018 school year. LBUSD does not have an ATP within their district. The District will provide services to LBUSD student per the MOU. LBUSD will reimburse the District for all services provided. The District will provide oversight of the program and collaborate in decisions related to educational services. There is no financial impact to the District.

Contact: Greg Merwin, Associate Superintendent, Student Support Services

HUMAN RESOURCE SERVICES

20. SECOND QUARTER REPORT – WILLIAMS SETTLEMENT LEGISLATION UNIFORM COMPLAINT:

Page 572
EXHIBIT 20

Acceptance of Williams Settlement Legislation Uniform Complaint Second Quarter Report. Board Policy 1312.4, *Williams Uniform Complaint Procedures*, mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or misassignments, and facility conditions posing a threat to student/staff health or safety. Furthermore, Education Code § 35186 requires any deficiencies or complaints be reported to the Board of Trustees at a regularly scheduled public meeting each quarter. During the second quarter, the District received six facility complaints, they have been resolved.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

21. ANNUAL REPORT – EMPLOYMENT OF RELATIVES:

Page 575
EXHIBIT 21

Acceptance of Employment of Relatives Annual Report. Board Policy 4112.8, 4212.8, 4312.8, *Employment of Relatives*, requires the Board of Trustees be provided the names, positions and work locations of close relatives employed within the same department or work location. The purpose of this policy is to ensure that assignments do not interfere with the orderly supervision, security or morale of the school, department or work location. For purposes of this policy, relative includes the individual's spouse, domestic partner, parents, grandparents, great-grandparents, children, stepchildren, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse or domestic partner. District department administrators and principals were asked to provide information regarding the names and positions of close relatives employed within their work location. The information provided confirms that the assignment of close relatives at the identified work locations is not interfering with the orderly supervision, security or morale of those work locations.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

22. SUPERVISED FIELDWORK AGREEMENT WITH BRANDMAN UNIVERSITY:

Page 579
EXHIBIT 22

Approval of Supervised Fieldwork Agreement with Brandman University, for Counseling, effective January 8, 2018 and expiring January 7, 2021. During the school year, Pupil Personnel Services (PPS) credential candidates will work with District counselors to fulfill practicum/fieldwork requirements to earn their PPS credential.

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

23. **SUPERVISED INTERNSHIP AGREEMENT WITH BRANDMAN UNIVERSITY:** Page 589
EXHIBIT 23
Approval of Supervised Internship Agreement with Brandman University, for School Psychology, Administration, and School Counseling, effective January 8, 2018 and expiring January 7, 2021. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
24. **MASTER CLINICAL FIELD EXPERIENCE AGREEMENT WITH CALIFORNIA BAPTIST UNIVERSITY:** Page 597
EXHIBIT 24
Approval of Master Clinical Field Experience Agreement with California Baptist University, effective January 24, 2018. During the school year, speech-language pathology services credential candidates will work with District speech-language pathologists to fulfill field experience requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
25. **PARTICIPANTS IN LEARNING, LEADING AND SERVING AGREEMENT WITH GRAND CANYON UNIVERSITY:** Page 602
EXHIBIT 25
Approval of Participants in Learning, Leading and Serving (PLLS) Agreement with Grand Canyon University (GCU), effective January 25, 2018. This agreement provides benefits at no cost, or at a discounted rate, to students, employees, Board members and family members of the District. Benefits include, but are not limited to, program scholarships, discounts to academic and athletic camps, access to GCU Online Job Board, and access to GCU staff to make presentations to parents and teachers regarding GCU degree programs.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
26. **CHAPMAN UNIVERSITY SPEECH AND LANGUAGE CLINICAL INSTRUCTOR PAYMENT:** Page 610
EXHIBIT 26
Approval of payment to District Speech and Language Pathologists who were Clinical Instructors and supported Chapman University students during the 2017 Fall semester. The agreement with Chapman University states that the University will reimburse the District for these payments.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
27. **STUDENT TEACHING AGREEMENT WITH HOPE INTERNATIONAL UNIVERSITY:** Page 613
EXHIBIT 27
Approval of Student Teaching Agreement with Hope International University, effective January 24, 2018 and expiring June 30, 2020. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services
28. **PARTNERSHIP MEMORANDUM OF UNDERSTANDING AGREEMENT WITH STUDENT RESOURCE USA:** Page 618
EXHIBIT 28
Approval of partnership Memorandum of Understanding (MOU) with Student Resource USA (SR USA), effective January 25, 2018 and expiring January 25, 2021. SR USA will identify graduate degree programs offered by Partnership Universities that will award grants and/or scholarships to qualified District employees that qualify and apply for admission. The offer is available to District educators, nurses, administrators, staff, and employees. Current Partnering Universities include Concordia University Nebraska, New York, and Portland, St. Thomas University, and Wilkes University. Grants and scholarships range between \$1,944 and \$10,000.
Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

29. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED EMPLOYEES:** Page 622
EXHIBIT 29
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
30. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES:** Page 648
EXHIBIT 30
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

31. **2018 - 2019 BOARD MEETING SCHEDULE:** Page 665
EXHIBIT 31
Approval of the Board Meeting Schedule for the 2018-2019 school year.
Contact: Pauline Colvin, Executive Secretary, Board Operations
32. **SCHOOL BOARD MINUTES:** Page 666
EXHIBIT 32
Approval of the November 8, 2017 Regular Board Meeting minutes.
Contact: Pauline Colvin, Executive Secretary, Board Operations
33. **SCHOOL BOARD MINUTES:** Page 680
EXHIBIT 33
Approval of the December 6, 2017 Regular Board Meeting minutes.
Contact: Pauline Colvin, Executive Secretary, Board Operations

DISCUSSION/ACTION ITEMS

34. **PRESENTATION FROM THE SCHOOL FACILITIES AND FINANCE ADVISORY COMMITTEE:** INFORMATION/
DISCUSSION
Page 697
EXHIBIT 34
In the Fall of 2017, the District invited all stakeholders to apply to serve on the School Facilities and Finance Advisory Committee. The School Facilities and Finance Advisory Committee was established to provide input, advice, and recommendations on topics pertaining to school facilities and finance, including the implementation of the general obligation bond program. The committee was designed to include regional representation from high school attendance boundaries throughout the District.

The Advisory Committee has been meeting since January 2017. The Committee independently established its own governing structure, meeting agendas and subjects of interest to examine and research. District staff attends the meeting to provide information and presentations and to follow up on requests from the Committee.

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

Contact: Ryan Burris, Chief Communications Officer

Staff Recommendation

It is recommended the Board President recognize Ryan Burris, Chief Communications Officer to introduce this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

35. FIRST READING AND PRESENTATION - BOARD POLICY 6146.1, HIGH SCHOOL GRADUATION REQUIREMENTS: DISCUSSION/
ACTION
Page 703
EXHIBIT 35

During the past three years, several components of Board Policy 6146.1, *High School Graduation Requirements*, have undergone review in light of issues that had arisen related to past policy decisions. Prior to this most current series of revisions, the policy had not been updated since February 9, 2009. It has subsequently been revised on May 18, 2016, January 25, 2017, and May 24, 2017. The purpose of this presentation is to recap the changes that were made in the three revisions that occurred since February 9, 2009. In addition, staff will report on work that has been accomplished to address both College and Career Planning (CCP) and Health, including data and staff recommendations.

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 6146.1, *High School Graduation Requirements*.

Motion by _____ Seconded by _____

36. FIRST READING – BOARD POLICY 5124, GRADUATION CEREMONIES AND ACTIVITIES: DISCUSSION/
ACTION
Page 744
EXHIBIT 36

The proposed revisions to Board Policy 5124, *Graduation Ceremonies and Activities*, are being recommended to ensure the accuracy of student records prior to planning to recognize students for their distinctive academic accomplishments during graduation ceremonies and other awards recognition events.

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 5124, *Graduation Ceremonies, and Activities*.

Motion by _____ Seconded by _____

37. PRESENTATION AND RECEIPT OF THE DISTRICT AND COMMUNITY FACILITIES DISTRICTS ANNUAL FINANCIAL REPORTS FOR THE FISCAL YEAR ENDING JUNE 30, 2017: DISCUSSION/
ACTION
Page 748
EXHIBIT 37

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 2016-2017 fiscal year Annual Financial Reports to the Board of Trustees. The Annual Financial Reports for the fiscal year ending June 30, 2017 were completed by the firm Nigro and Nigro, PC, 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 Nigro and Nigro, PC to present a summary of the audit reports for the year ending June 30, 2017.

Following discussion, it is recommended the Board of Trustees receive the District and Community Facilities Districts Annual Financial Reports for the fiscal year ending June 30, 2017.

Motion by _____ Seconded by _____

38. FINANCING RESULTS OF CLEAN RENEWABLE ENERGY BONDS FOR SOLAR ENERGY PROJECTS:

The Board will receive an information presentation from Government Financial Strategies, the District’s financial advisor, with the results of the Clean Renewable Energy Bonds (CREBs) to finance the solar energy projects, along with an updated savings analysis.

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.

39. RESOLUTION NO. 1718-31, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AUTHORIZING THE ACCEPTANCE AND RECORDATION OF A QUITCLAIM DEED RELATIVE TO ORANGE COUNTY ASSESSOR PARCEL NO. 125-096-82:

The District recently identified a discrepancy in recorded public records relative to certain real property owned by the District adjacent to Tesoro High School, identified as Orange County Assessor Parcel No. 125-096-82 (Parcel 82). Parcel 82 is a largely unused open-space parcel, though it does include certain drainage and road improvements constructed as part of the high school project. Parcel 82 is situated between Tesoro High School and the area in which Los Patrones Parkway is currently under construction, though Parcel 82 itself is not affected by the Los Patrones Parkway construction.

Rancho Mission Viejo (RMV) and the District have prepared a Quitclaim deed, which would transfer any and all interest and claim RMV had in Parcel 82, if any, to the District. While the District has always owned Parcel 82, this Quitclaim Deed would formally correct the title record, as the Orange County Recorder’s Office currently

INFORMATION/
DISCUSSION

Page 874

EXHIBIT 38

DISCUSSION/
ACTION

Page 890

EXHIBIT 39

reflects title to Parcel 82 to be in the name of RMV Middle Chiquita, LLC. The corrected title record will reflect the District as owner of Parcel 82.

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. 1718-31, Resolution of the Board of Trustees of the Capistrano Unified School District Authorizing the Acceptance and Recordation of a Quitclaim Deed Relative to Orange County Assessor Parcel No. 125-096-82.

Motion by _____ Seconded by _____

40. GOVERNOR’S JANUARY BUDGET PROPOSAL FOR FISCAL YEAR 2018-2019:

On January 17, 2018, 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 17, 2018 and the Board meeting on January 24, 2018.

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.

41. RESOLUTION NO. 1718-32, RESOLUTION OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT SUPPORTING FULL AND FAIR FUNDING OF PUBLIC EDUCATION IN CALIFORNIA:

This item was placed on the agenda at the request of Trustee McNicholas and Trustee Jones for the Board’s review and consideration. The proposed Resolution urges the State Legislature to pass legislation requiring the State to: provide funds for every new K-12 compliance measure that becomes law; provide funds to ease the unfair financial burden brought about by CalPERS and CalSTRS, and fund California public schools at the national average or higher by the year 2020, and at a level equal to or above the average of the top 10 states nationally by 2025, and maintain, at a minimum, this level of funding otherwise decreed.

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

Contact: Trustee McNicholas and Trustee Jones

Staff Recommendation

It is recommended the Board recognize President McNicholas and Trustee Jones to present this item.

Following discussion, it is recommended that the Board adopt Resolution No. 1718-32 Resolution of the Board of Trustees of the Capistrano Unified School District

INFORMATION/
DISCUSSION
Page 900
EXHIBIT 40

DISCUSSION/
ACTION
Page 911
EXHIBIT 41

Supporting Full and Fair Funding of Public Education in California, and authorize the Superintendent to forward a copy of the Resolution to the District's State legislative representatives.

Motion by _____ Seconded by _____

42. **LETTER IN SUPPORT OF ASSEMBLY BILL 1743 (AB-1743) CALIFORNIA CAREER TECHNICAL EDUCATION INCENTIVE GRANT PROGRAM:** DISCUSSION/
ACTION
Page 915
EXHIBIT 42

This item was placed on the agenda at the request of Trustee McNicholas and Trustee Jones for the Board's review and consideration. AB-1743 is co-authored by Assembly Members Arambula, Berman, Grayson, Mayes, and Waldron. If enacted, AB-1743 would extend the provisions of the K-12 CTE Incentive Grant (CTEIG) program for three more years and provide \$500 million annually for that purpose.

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

Contact: Trustee McNicholas and Trustee Jones

Staff Recommendation

It is recommended the Board recognize President McNicholas and Trustee Jones to present this item.

Following discussion, it is recommended that the Board authorize the Superintendent to send a letter to the District's State legislative representatives urging their support of AB-1743.

Motion by _____ Seconded by _____

43. **CONSIDERATION TO REQUEST AMENDMENT OF THE FORSTER CANYON COMMUNITY DEVELOPMENT PLAN FROM THE CITY OF SAN JUAN CAPISTRANO:** DISCUSSION/
ACTION
Page 923
EXHIBIT 43

The Board is asked to consider requesting the San Juan Capistrano City Council to initiate an amendment to the Forster Canyon Planned Community District Comprehensive Development Plan (CDP 81-01) to add a "Residential Overlay" to permit up to 47 dwelling units on the 7.29 acre Camino Las Ramblas site that currently has an existing designation of "Public Institutional". This revised plan is the result of two Community Forums held by the District on October 26, 2017 and November 28, 2017 to discuss the project and solicit input on the density and type of development for this site. The final configuration of the lots for the single-family homes would be determined after the selection of the homebuilder.

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 approve the request to the City of San Juan Capistrano to amend the Forster Canyon Planned Community District Comprehensive Development Plan.

Motion by _____ Seconded by _____

44. CONSIDERATION OF AN ORDINANCE AUTHORIZING THE LEVY OF SPECIAL TAXES IN CFD 98-1B (PACIFICA SAN JUAN): INFORMATION/
DISCUSSION
Page 926
EXHIBIT 44

The Board is asked to consider an ordinance authorizing the levy of special taxes in CFD 98-1B (Pacifica San Juan). The ordinance will allow the Board later this year to consider adoption of a resolution that sets the special tax levy for fiscal year 2018-2019.
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 the Ordinance Authorizing the Levying of Special Taxes within Community Facilities District 98-1B (Pacifica San Juan).

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, FEBRUARY 14, 2018, 6:00 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

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.

Members of the public shall have an opportunity to address the Board regarding items on the agenda to be considered during Closed Session prior to the Board adjourning the meeting to Closed Session. Individual presentations are limited to a maximum of three minutes; however, the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers who wish to address a specific agenda topic.

ORAL COMMUNICATIONS (Non-Agenda Items): Regular, scheduled meetings of the Board shall have a portion of each meeting devoted to Oral Communications. Oral Communications, will take place following Special Recognitions. The total time for the Oral Communications portion of regular meetings shall be twenty minutes. Individual presentations are limited to a maximum of three minutes per individual 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. The Board may, however, at its discretion, refer items to the administration for follow-up or place topics on a future Board agenda.

ORAL COMMUNICATIONS (Agenda Items): Members of the public shall also have an opportunity to address the Board on Open Session agenda items before their consideration by the Board. Individual presentations for the Consent Calendar are limited to a maximum of five minutes for all Consent Calendar items. Individual presentations for Discussion/Action agenda items are limited to a maximum of three minutes however; the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers, who wish to address a specific agenda topic. The total time for presentations shall be limited to twenty minutes per agenda topic, unless the Board grants additional time. The Board shall hear all presentations after any staff comments but prior to the formal discussion by Board members 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 unless otherwise approved by the Board. When addressing a specific item on the agenda, the Board may vote to allow additional public speaker time for an individual Discussion/Action item.

PUBLIC HEARINGS: Any time the Board schedules a separate public hearing on a 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 recommended action at the time of the hearing.

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.