

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

February 13, 2018

Closed Session 5:00 p.m.
Open Session 6:00 p.m.

AGENDA

CLOSED SESSION AT 5:00 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE

Superintendent

(Pursuant to Government Code § 54957(b))

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Pacifica San Juan property. 7.292 acre property located at the north east corner of Camino Las Ramblas and Avenida California

District Negotiators: Kirsten M. Vital and Clark Hampton

Attorney: Terry Tao

Negotiating Party: One or more potential buyers for the Property who may purchase the Property through a request for proposals process

Under Negotiation: Price and Terms of Payment

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 6:00 P.M.

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

REPORT ON CLOSED SESSION ACTION

ORAL COMMUNICATIONS (Non-Agenda Items)

Oral Communications will occur immediately following Report on Closed Session Action. The total time for Oral Communications shall be twenty (20) minutes. Individual presentations are limited to a maximum of three (3) minutes per individual.

DISCUSSION/ACTION ITEMS

1. RECOMMENDATION OF TENTATIVE AGREEMENT WITH CAPISTRANO UNIFIED EDUCATION ASSOCIATION (CUEA), FOR JULY 1, 2016 – JUNE 30, 2019:

DISCUSSION/
ACTION
Page 1
EXHIBIT 1

The purpose of this agenda item is to seek approval of the Tentative Agreement between the District and the Capistrano Unified Education Association (CUEA). In addition to the Tentative Agreement, the Public Disclosure of Collective Bargaining Agreement is included in the exhibit. The total estimated fiscal impact of this agreement is approximately \$10,288,100 in 2017-2018, an additional \$1,455,860 in 2018-2019 and an additional \$1,097,000 ongoing thereafter.

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

Contact: Gordon Amerson, Associate Superintendent, Human Resource Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve the Tentative Agreement with the Capistrano Unified Education Association (CUEA), for July 1, 2016 – June 30, 2019.

Motion by _____ Seconded by _____

2. RESOLUTION NO. 1718-33, RETIREMENT INCENTIVE FOR CERTIFICATED NON-MANAGEMENT EMPLOYEES:

DISCUSSION/
ACTION
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EXHIBIT 2

The District worked with Public Agency Retirement Services (PARS) to design a Supplementary Retirement Plan (SRP) which is a retirement incentive that is designed to encourage senior Certificated Non-Management employees to retire early. The goal of the program is to generate savings, or at a minimum, no cost to the District by increasing the number of retirements in the 2017-2018 school year. As the administrator of the SRP, PARS will assist the District in the initial design, perform plan communication and enrollment, and conduct all ongoing administration of the program. PARS will hold orientation meetings at District locations to provide information regarding the program to eligible employees and will be available for questions and additional information throughout the enrollment period. Pacific Life Insurance Company will serve as the plan insurer.

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. 1718-33, Retirement Incentive for Certificated Non-Management Employees.

Motion by _____ Seconded by _____

- 3. RECOMMENDATION OF REVISED MANAGEMENT, SUPERVISORY, CONFIDENTIAL SALARY SCHEDULE:** DISCUSSION/
ACTION
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EXHIBIT 3

The purpose of this agenda item is to seek approval of the revised Management, Supervisory, Confidential salary schedule. The total estimated fiscal impact of this agreement is approximately \$870,000 in 2017-2018, an additional \$505,000 in 2018-2019 and an additional \$130,000 ongoing thereafter. \$518,000 of this amount is contingent upon the Governor's Budget.

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

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

Following discussion, it is recommended the Board of Trustees approve the revised Management, Supervisory, Confidential salary schedule for July 1, 2016 – June 30, 2019.

Motion by _____ Seconded by _____

- 4. ESENCIA K-8 UPDATE ON PROGRESS AND ENROLLMENT PROJECTIONS:** INFORMATION/
DISCUSSION

Staff will be providing Trustees an update on Esencia School. The presentation will highlight the construction progress, the communication and collaboration activities that have taken place with parents and community partners, as well as an analysis of student enrollment projections. Staff will also request direction from the Board regarding the grade levels to be offered; K-5, K-6, K-7 or K-8 for the 2018-2019 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 3: Facilities-Optimize facilities and learning environments 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 provide direction to staff for the opening of Esencia K-8 and the grade levels to be offered for the 2018-2019 school year.

- 5. BUSINESS PLAN EFFICIENCIES AND DECLINING ENROLLMENT:** INFORMATION/
DISCUSSION
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EXHIBIT 5

As District enrollment continues to decline, the method in which the District aligns staffing and services commensurate with that decline should be discussed. Part of this alignment is automatic as in the case of classroom teachers and instructional site supply allocations. For other services, the staffing alignment must be identified in some other manner such as developing an optimal staffing level for various other services or determining what the greatest priorities are for the District. Staff will present a brief outline of the issues along with various possible options to optimize efficiencies.

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.

6. WEIGHTED STUDENT FUNDING PILOT PROGRAM APPLICATION:

DISCUSSION/
ACTION

The U.S. Department of Education (ED) on Friday, February 2, 2018 announced it will open the application period for the Weighted Student Funding pilot program authorized under the Every Student Succeeds Act (ESSA). Local educational agencies can apply directly to ED for the pilot. Participants in the pilot program will have the opportunity to combine certain federal, state, and local funds and allocate those funds to schools based on the number of students and their level of need, often known as “weighted student funding.” Participating school districts must meet certain statutory requirements in designing their funding system, including providing greater weight to students from low-income families, English learners, and any other disadvantaged subgroup identified by the district. Districts are also required to engage in stakeholder consultation throughout the planning process. Up to 50 school districts will be eligible to participate during the first three years of the program. The application opened on February 7, 2018. For districts intending to use the flexibility in the 2018-2019 school year, applications are due by March 12, 2018. Districts that would like to use the flexibility for the 2019-2020 school year must submit the application to ED by July 15, 2018.

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

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees decline the option to submit an application for the Weighted Student Funding pilot program.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, FEBRUARY 28, 2018 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

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.