

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

March 13, 2019

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/Kathy Purcell
Attorney – Ernest Bell
Significant Exposure to Litigation – Two Cases
ADR Case Number 20181205
ADR Case Number 20190213
(Pursuant to Government Code § 54956.9(d)(2))

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

Clark Hampton
Attorney – John Dacey
Significant Exposure to Litigation – One Case
(Pursuant to Government Code § 54956.9(d))
 - B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Gregory Merwin/Kathy Purcell
Attorney – Ernest Bell
Significant Exposure to Litigation – Two Cases
OAH Case Number 2018100548
Federal Case 8:17-cv-01460-JLS-KES
(Pursuant to Government Code § 54956.9(d)(1))
 - C. STUDENT EXPULSION**

Mike Beekman
One Case
Case # 2019-042
 - D. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE**

Superintendent
(Pursuant to Government Code § 54957(b))
 - E. STUDENT READMISSION**

Mike Beekman
One Case
Case # 2018-032

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

Capistrano Valley High School
John Misustin, *Principal*
Steven Bryant, *Activities Director*
Andy Ceja, *Associated Student Body President*

Extra Milers

Capistrano Valley High School Marching Band for placing first in Division 3 and winning the State Championship in the Division 1-3 Grand Championships, under the direction of Drum Major Ben Young and Assistant Drum Major Daniel Le.

Capistrano Valley High School “Musical Mentors” for receiving national recognition and the Silver Medal in High School Recruitment Programs during *Music for All’s 2019 Advocacy in Action Campaign*.

2017-2018 Musical Mentors – Class of 2018:

Rebecca Blyn, *President*
Leila Salem, *Vice President*
Keenan Prijoles, *Videographer*

2018-2019 Musical Mentors – Class of 2020:

Maya Salem, *President*
Emily Phu, *Vice President*

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

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:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$121,848.07 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 \$852,011.41 and the commercial warrants total \$6,528,117.87. 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 67
EXHIBIT 3
 Approval of the District standardized Independent Contractor, Professional Services, Field Service and Master Contract agreements. The expenditures related to the listed agreements were previously authorized as part of the District’s budget approval process. The exhibit shows eight new agreements totaling \$331,639.81 and two amendments to existing agreements totaling \$180,000. 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 [here](#).
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
4. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1718-16, DANA HILLS HIGH SCHOOL TURF REPLACEMENT – ASPHALT, FABRIC & ENGINEERING, INC.:** Page 130
EXHIBIT 4
 Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1718-16, Dana Hills High School Turf Replacement. In order to obtain legal protection from undisclosed and unknown potential lien claimants, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. The project was funded by deferred maintenance.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
5. **AWARD BID NO. 1819-11, FIRE ALARM INSPECTION SERVICES – CAL BUILDING SYSTEMS AND TIME AND ALARM SYSTEMS:** Page 133
EXHIBIT 5
 Approval of Award of Bid No. 1819-11, Fire Alarm Inspection Services to CAL Building Systems for Categories 1 and 2 and Time and Alarm Systems for Category 3. Two bids were received and opened on February 8, 2019, as listed on Exhibit A. The bidder offering the lowest base price was used to determine the lowest responsive bidder for both Categories 1 (Fire Alarm Inspection Services) and 2 (Comprehensive Inventory Assessment and Reporting). Category 3 (Fire Alarm Repairs) was awarded based on weighted job scenarios. CAL Building Systems is the lowest responsive, responsible bidder at \$95,634 for Category 1 and \$22,000 for Category 2. Time and Alarm Systems is the lowest responsive, responsible bidder at \$10,013.46 for Category 3. The initial contract term is April 1, 2019 through March 31, 2020 and may be extended with Board approval. Categories 1 and 2 will be funded by the general fund and Category 3 will be funded by the general fund and deferred maintenance. Annual expenditures under Category 3 are estimated to be \$100,000; however, will vary dependent on District needs and availability of funds.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
6. **AWARD OF BID NO. 1819-12, FRESH PRODUCE (FRUITS AND VEGETABLES) PRODUCTS AND SERVICES – GOLD STAR FOODS:** Page 153
EXHIBIT 6
 Approval of Award of Bid No. 1819-12, Fresh Produce (Fruit and Vegetables) Products and Services Categories 1 and 2 to Gold Star Foods. Six vendors registered and downloaded documents. Four bids were received prior to the bid deadline and were opened on February 12, 2019 and are listed on Exhibit A; however, only two were deemed

compliant and considered for award. Bid categories were separately awarded to the lowest responsive, responsible bidder. The initial contract term is April 1, 2019 through June 30, 2020 and may be extended with Board approval. Annual expenditures under this contract are estimated to be \$700,000 funded by cafeteria fund; however, will vary dependent on District needs and availability of funds.

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

7. AWARD OF REQUEST FOR PROPOSALS NO. 3-1819, E-RATE MULTIPLE CATEGORIES – MULTIPLE VENDORS:

Page 169
EXHIBIT 7

Approval of the Award of Request for Proposals No. 3-1819, E-Rate Multiple Categories to multiple vendors. The awarded vendors were selected based on criteria specified in the Request for Proposals No. 3-1819 (RFP) documents. The District is seeking to procure telecommunications services, specifically wide area network (WAN) services, and purchase additional wireless access points (WAPs) and switches to support the adoption of digital content delivery, mobile technologies and the implementation of Smarter Balanced Assessments. Category 1 of the RFP encompasses WAN connectivity as well as connectivity to Orange County Department of Education (District internet service provider), where one proposal was timely received from Cox California Telecom, LLC. The sample agreement is presented to the Board for consideration of award of Category 1, while delegating the authority to finalize the agreement to District staff. Category 2 of RFP No. 3-1819 includes various network switching platforms and wireless access devices, such as switches and WAPs, where four proposals were timely received from AAA Network Solutions, CDW LLC, ConvergeOne, and Dimension Data. CDW LLC was determined to be the lowest priced and highest scoring proposal. The sample agreement is presented to the Board for consideration of award of Category 2, while delegating the authority to finalize the agreement to District staff. The total estimated fiscal impact for all categories before any E-Rate discounts is \$4.5 million, of which the District is anticipated to fund 49 percent or an estimated \$2.3 million. The projects will be funded by a combination of permitted CFD funds, developer fees, and the general fund. The proposals, evaluation criteria, and rating sheets are available in the Purchasing Department for review.

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

8. CHROMEBOOK BUYBACK CONTRACT – PLANITROI:

Page 204
EXHIBIT 8

Approval of the Chromebook Buyback Contract with PlanITROI to dispose of chromebooks that have reached end-of-life dates. Under this contract, PlanITROI will manage the auction or recycling of outdated chromebooks and provide a credit to use for the replacement of chromebooks as part of the chromebook program refresh. The term of the agreement is March 13, 2019 through July 15, 2019. The credit will reduce the overall cost of the chromebook refresh.

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

9. CORONA-NORCO UNIFIED SCHOOL DISTRICT BID NO. 2018/2019-023 – JUST-IN-TIME OFFICE AND CLASSROOM SUPPLY:

Page 207
EXHIBIT 9

Approval to utilize Corona-Norco Unified School District Bid No. 2018/2019-023 Just-In-Time Office and Classroom Supply for the purchase of office supplies and equipment from Southwest School Supply under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for office supplies and equipment, as needed, throughout the District. School boards have the authority to "piggyback" on another public agency's bid, per Public Contract Code § 20118, when it is in the best interest of a district. It is often advantageous to utilize piggyback bids when contract items are identical to the District's specifications. Anticipated annual expenditures utilizing this contract are approximately \$100,000. Actual expenditures may vary depending on District needs and the availability of funding. Funding for these expenditures may include, but are not limited to, site funds, gift funds, and the general fund.

Due to the size of the contract and award, the documentation will be posted online on the District's Board Agendas and Supporting Documentation page [here](#).

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

10. T-COBRAWEB END USER LICENSE AGREEMENT – TRAVIS SOFTWARE, INCORPORATED: Page 210
EXHIBIT 10

Approval of T-COBRAWeb End User License Agreement with Travis Software, Incorporated. The Travisoft T-COBRAWeb software tracks and monitors District COBRA participants eligibility and payments. The license agreement begins on April 25, 2019 and is effective for three years. Year one cost is \$7,200, year two cost is \$7,440, and year three cost is \$7,632 paid from the health and welfare fund.

Contact: Clark Hampton, Deputy Superintendent Business and Support Services

11. FIRST AMENDMENT TO NEWHART MIDDLE SCHOOL SUPPLEMENTAL JOINT FACILITIES USE AGREEMENT NO. 2: Page 236
EXHIBIT 11

Approval of the First Amendment to Newhart Middle School Supplemental Joint Facilities Use Agreement No. 2 with the City of Mission Viejo. The District plans to construct a science, technology, engineering, and mathematics (STEM) building on a portion of the soccer field set aside for joint use under Newhart Supplemental Agreement No. 2. Accordingly, the proposed First Amendment to the Newhart Supplemental Agreement No. 2 (First Amendment) before the Board for approval would amend the area set aside for joint use, in order to accommodate the STEM building. The City, in turn, requested the First Amendment include language to clarify existing practices on overflow parking in the joint use area and vehicle access after the completion of the STEM building. The First Amendment would also allow either party to terminate the Newhart Supplemental Agreement No. 2 with 30 days written notice and updates insurance requirements for both parties. Legal counsel has reviewed this agreement and the City of Mission Viejo has already approved this First Amendment.

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

CURRICULUM AND INSTRUCTION

12. BROADENING THE COURSE OF STUDY – NEW CAREER TECHNICAL EDUCATION COURSE, FOODS AROUND THE WORLD: Page 275
EXHIBIT 12

Approval of Broadening the Course of Study: New Career Technical Education Course, Foods Around the World. Foods Around the World is proposed for the 2019-2020 course catalog in accordance with Board Policy 6143, *Courses of Study*. Upon approval, the high school course will be offered in the 2019-2020 school year. The financial impact is estimated at \$5,000 for supplies and equipment funded by College and Career Advantage.

Contact: Susan Holliday, Associate Superintendent, Education Services

13. PARTNERSHIP WITH ORANGE COUNTY HUMAN RELATIONS AND SAN JUAN HILLS HIGH SCHOOL TO OFFER BRIDGES PROGRAM: Page 278
EXHIBIT 13

Approval of the partnership between Orange County Human Relations and San Juan Hills High School to offer the Bridges program will enable students, staff, and parents to receive support and coaching as they seek to create a campus where all people feel safe, respected and connected. The school will develop a Task Force who will work together to address school climate challenges on the campus. They will examine school policies, raise awareness, educate the campus community and champion the idea that all students and staff deserve to come to a campus that is free from violence and discrimination. Costs of substitutes, transportation and food amounting up to \$1,500 will be funded by site supply and gift accounts. The Orange County Human Relations Council will reimburse the site supply account with \$1,000 to offset these expenses.

Contact: Susan Holliday, Associate Superintendent, Education Services

14. AGREEMENT FOR SERVICES WITH EDUCATIONAL SOFTWARE FOR GUIDING INSTRUCTION TO PROVIDE SOFTWARE LICENSES FOR KINDERGARTEN TEACHERS IN THE 2019-2020 SCHOOL YEAR: Page 281
EXHIBIT 14

Approval of agreement for services with Educational Software for Guiding Instruction (ESGI) to provide software licenses for its product to each Kindergarten teacher in the 2019-2020 school year. ESGI is an assessment platform that assists teachers in conducting one-on-one assessments for emergent and non-readers. Kindergarten teachers frequently assess students one-on-one in order to access their progress. The ESGI program provides an online resource that streamlines this process for teachers, reducing teacher time spent recording data from one-on-one assessments. A recommendation to provide this resource for teachers came from the Extended Day Kindergarten Committee. The program is currently in use at several school sites (Del Obispo, Esencia, and Oso Grande Elementary Schools). Teachers report the program is very helpful and will be beneficial to them as the District moves to a full day Kindergarten model. The program would be made available to any teacher with Kindergarten students. The estimated annual expenditure for this agreement is \$14,070 funded by general funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

15. SERVICE AGREEMENT #47439 WITH ORANGE COUNTY DEPARTMENT OF EDUCATION FOR PROVISION OF FRIDAY NIGHT LIVE PARTNERSHIP: Page 284
EXHIBIT 15

Approval of Service Agreement #47439 with Orange County Department of Education to enter into partnership to provide a stipend for certificated staff who work with students at Fred Newhart Middle School (FNMS) and Ladera Ranch Middle School (LRMS) as part of their Friday Night Live program. Friday Night Live is part of the Peer Assistance Leadership (PAL) Program and is a class offered at FNMS and LRMS. Students plan activities for students and parents tied to education and awareness regarding societal issues that impact District schools and students including drug and alcohol awareness and bullying. Teacher advisors will be provided \$1,000 for coordinating the program funded by site supply accounts. The Orange County Department of Education will reimburse the site supply accounts the \$1,000.

Contact: Susan Holliday, Associate Superintendent, Education Services

HUMAN RESOURCE SERVICES

16. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES: Page 304
EXHIBIT 16

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: Tim Brooks, Associate Superintendent, Human Resource Services

17. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED EMPLOYEES: Page 315
EXHIBIT 17

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: Tim Brooks, Associate Superintendent, Human Resource Services

GENERAL FUNCTIONS

18. SCHOOL BOARD MINUTES: Page 328
EXHIBIT 18

Approval of the February 27, 2019 Special Board Meeting minutes.

Contact: Colleen Hayes, Manager II, Board Operations/Superintendent's Office

DISCUSSION/ACTION ITEMS

19. RESOLUTION NO. 1819-36, OPPOSITION OF TOLL ROAD EXTENSIONS THAT COULD SIGNIFICANTLY IMPACT OR HARM PUPILS, TEACHERS, AND STAFF:

**DISCUSSION/
ACTION**
Page 337
EXHIBIT 19

Transportation Corridor Agency (TCA) and several other public agencies and groups are seeking to extend State Route 241 by converting Los Patrones Parkway into a portion of the toll road without regard to the potential significant impact on the District's students, teachers, and staff in terms of air pollution, noise, and traffic. The Board is asked to consider Resolution No. 1819-36, Opposition of Toll Road Extensions That Could Significantly Impact or Harm Pupils, Teachers, and Staff which opposes alternatives 13, 14, 17 and 21 to pursue adequate analysis and mitigation by commenting during review periods and testifying at public hearings and agency meetings.

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. 1819-36, Opposition of Toll Road Extensions That Could Significantly Impact or Harm Pupils, Teachers, and Staff.

Motion by _____ Seconded by _____

20. PRESENTATION – UPDATE ON GIFTED AND TALENTED EDUCATION:

**INFORMATION/
DISCUSSION**
Page 340
EXHIBIT 20

Based upon the October 2017 Hanover Study Gifted and Talented Education (GATE) Program Review and Trustee feedback, a GATE Task Force was formed in January 2017. The Task Force consists of parents, community members, teachers and site and District level administrators representing both elementary and secondary levels. The Task Force met over a five-month period to examine the program and address next steps. The Task Force developed a District GATE Vision statement, recommendations for program model options and identification criteria including multiple measures allowing multiple opportunities for qualification. In addition, teacher training and parent education recommendations were made and have already begun implementation. Staff has developed a two-year timeline to implement recommended changes and improvements to the GATE program. These changes include consideration of placement criteria for middle school accelerated English/Language Arts and History/Social Science courses. As a follow-up to the September 9, 2018 and October 10, 2018 Board meeting, this presentation specifically addresses Middle School Acceleration.

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 of Trustees 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.

21. PRESENTATION – DISTRICT ELECTIVES PROGRAM:

The purpose of this item is to brief Trustees and the community on the District’s Electives Program and future work sites will conduct to strengthen opportunities for students. Staff will provide information on current elective offerings in elementary, middle and high schools, the philosophy for establishing elective programs, and practical issues tied to the selection of elective classes being provided to students. Information will also be shared on specific family offerings, how decisions are made and opportunities for growth.

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 and answer any questions Trustees may have regarding this item. This is an information item only and no Trustee action is necessary.

**INFORMATION/
DISCUSSION
Page 357
EXHIBIT 21**

22. THIRD READING - BOARD POLICY 5131.2, BULLYING:

The District currently has a Board Policy in place to address bullying; Board Policy 5141, *Conduct*, defines bullying and cyberbullying, identifies the responsibilities of all stakeholders to prevent bullying and explains the complaint procedure to report bullying. Legal counsel has reviewed Board Policy 5141, *Conduct*, and has recommended the bullying portion be removed, and become a stand-alone Board Policy. The proposed new Board Policy 5131.2, *Bullying*, will clearly define the District’s focus on the prevention of bullying. The proposed policy also aligns with the California School Board Association sample policy. Legal counsel has reviewed the policy. Changes are underlined; deletions are struck through. There is no financial impact.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 5131.2, *Bullying*.

Motion by _____ Seconded by _____

**DISCUSSION/
ACTION
Page 386
EXHIBIT 22**

23. SECOND READING – BOARD POLICY 5121.1, GRADES/EVALUATION OF STUDENT ACHIEVEMENT:

The proposed revisions to Board Policy 5121.1, *Grades/Evaluation of Student Achievement*, are being recommended to ensure the policy is aligned with current District practices. Recommended updates to the policy include the elimination of references to CORE Level tests, the inclusion of literacy tests, which are currently administered annually in elementary school, and updated language about how grades and student progress are reported to parents. In addition, language was added to address grading when assessments have been compromised. Changes are underlined; deletions are struck through. There is no financial impact.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

**DISCUSSION/
ACTION
Page 395
EXHIBIT 23**

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 BP 5121.1, *Grades/Evaluation of Student Achievement*.

Motion by _____ Seconded by _____

24. FIRST READING – BOARD POLICY 5111.5, LANGUAGE IMMERSION AND INTERNATIONAL BACCALAUREATE ADMISSIONS: DISCUSSION/ ACTION

Page 401
EXHIBIT 24

The proposed revisions to Board Policy 5111.5, *Language Immersion and International Baccalaureate Admissions*, add language related to language immersion schools with double boundaries and Every Student Succeeds Act (ESSA) receiving schools. On December 12, 2018, Trustees approved the transition of RH Dana Elementary School to a Spanish Two-way Immersion School. On January 24, 2019, Trustees approved the matriculation pattern and double boundary. Additional language is added regarding language immersion schools with a double boundary and ESSA receiving schools. Changes are underlined; deletions are struck through. There is no additional fiscal impact beyond what was projected at the January 24, 2019 Board meeting.

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 5111.5, *Language Immersion and International Baccalaureate Admissions*.

Motion by _____ Seconded by _____

25. FIRST READING - BOARD POLICY 5153 QUESTIONING AND APPREHENSION: DISCUSSION/ ACTION

Page 408
EXHIBIT 25

The proposed revisions to Board Policy 5153, *Questioning and Apprehension*, bring language in alignment with current law. The proposed policy is modeled after the California School Board Association’s model policy. It eliminated repetitive language and directives based on codes that are no longer active. Legal counsel has reviewed the policy. Changes are underlined; deletions are struck through. There is no financial impact.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 5153, *Questioning and Apprehension*.

Motion by _____ Seconded by _____

26. CERTIFICATION OF THE 2018-2019 SECOND INTERIM FINANCIAL REPORT: DISCUSSION/ ACTION

Page 414
EXHIBIT 26

In accordance with Education Code § 42130, school districts are required to prepare and submit Interim Financial Reports to the governing board. The purpose of these reports is to satisfy appropriate State and County Office of Education officials as to whether or not the District will be able to meet its financial obligations for the remainder of the fiscal year. Additionally, as required by AB 2756, districts must certify that minimum reserve levels are projected to be met in the two subsequent fiscal years.

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 this item.

Following discussion, it is recommended the Board of Trustees approve the Certification of the 2018-2019 Second Interim Financial Report.

Motion by _____ Seconded by _____

27. FIRST READING – BOARD POLICY 5145.13, IMMIGRATION ENFORCEMENT: DISCUSSION/ ACTION

Page 545
EXHIBIT 27

The proposed new Board Policy 5145.13, *Immigration Enforcement*, will align the District to recent changes in law. Assembly Bill 699, signed into law in October 2017, expressly added “immigration status” as a specified protected characteristic for purposes of anti-discrimination and equal protection laws in schools. This policy also reflects current California School Board Association’s sample language. Legal counsel has reviewed the policy. There is no financial impact.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 5145.13, *Immigration Enforcement*.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT SPECIAL MEETING AND WORKSHOP
OF THE BOARD OF TRUSTEES IS
WEDNESDAY, MARCH 27, 2019, 5:00 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.