

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

May 22, 2019

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

AGENDA

CLOSED SESSION AT 4:00 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 – One Case
ADR Case Number 20190412
(Pursuant to Government Code § 54956.9(d)(2))

EXHIBIT A-1

Kirsten Vital/Clark Hampton
Attorney – Jeff Hoskinson
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 – Three Cases
OAH Case Number 2019010835
OAH Case Number 2019030003
OAH Case Number 2019030092
(Pursuant to Government Code § 54956.9(d)(1))

**EXHIBIT B-1
EXHIBIT B-2
EXHIBIT B-3**

C. CONFERENCE WITH LABOR NEGOTIATORS

District Negotiators: Kirsten M. Vital/Tim Brooks/Clark Hampton
Employee Organizations:
1) Capistrano Unified Education Association (CUEA)
2) California School Employees Association (CSEA)
3) Teamsters
4) Capistrano Unified Management Association (CUMA)
(Pursuant to Government Code § 54957.6)

EXHIBIT C-1

D. STUDENT READMISSIONS

Mike Beekman
One Case
Case # 2017-018

EXHIBIT D-1

E. STUDENT EXPULSIONS

Mike Beekman
Five Cases

Case # 2019-044
Case # 2019-056
Case # 2019-057
Case # 2019-059
Case # 2019-060

EXHIBIT E-1
EXHIBIT E-2
EXHIBIT E-3
EXHIBIT E-4
EXHIBIT E-5

F. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Tim Brooks
Four Cases
(Pursuant to Government Code § 54957)

EXHIBIT F-1

G. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

District Negotiators: Kirsten M. Vital/Clark Hampton
Attorney – Andreas Chialtas
Consultants – George Peterson

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

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

Property: South Transportation and Groundskeeping Facility. 5.51 acre property located at 26126 Victoria Blvd, Dana Point, CA 92624

Negotiating Party: One or more potential buyers or lessees for the Property who may purchase or lease the Property through a surplus property bid auction process

Property: Paseo de Colinas property. 2.47 acre property located on Paseo de Colinas adjacent to Niguel Hills Middle School

Negotiating Party: One or more potential buyers for the Property who may purchase the Property through a surplus property bid auction process

Under Negotiation: Price and Terms of Payment
(Pursuant to Education Code § 54956.9)

H. LIABILITY CLAIMS

Clark Hampton
Significant Exposure to Litigation – Two Cases
Rejection of Government Claim: No. 1805806
Rejection of Government Claim: No. 1805808
(Pursuant to Government Code § 54956.9 (d) (2) or (3))

EXHIBIT H-1
EXHIBIT H-2

I. 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

Serra High School

Meg Ervais, *Principal*

Kyana Ancheta, *Associated Student Body Member*

Abby Ortega, *Associated Student Body Member*

Extra Miler

Johnny Hernandez, for his work to create a website to support Capistrano Unified School District military families.

Extra Miler

Nina Glassen and Kim Jindra for their work to implement the Data Based Question (DBQ) process Districtwide. The DBQ's act as common assessments, allowing teachers to collaboratively evaluate instructional programs, which in turn improves our teaching and learning for students.

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

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

PUBLIC HEARINGS

- 1. PUBLIC HEARING: 2019-2020 LOCAL CONTROL ACCOUNTABILITY PLAN:** Page 1
The Board will conduct a public hearing on the 2019-2020 Local Control Accountability Plan. Supporting documentation is located in Exhibit 38. **EXHIBIT 1**
CUSD Wig 1: Teaching and Learning – Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students.
CUSD WIG 2: Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
CUSD WIG 3: Optimize facilities and learning environments for all students.
Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

- 2. PUBLIC HEARING: 2019-2020 PROPOSED BUDGET ADOPTION:** Page 3
The Board will conduct a public hearing on the 2019-2020 Proposed Budget Adoption. Supporting documentation is located in Exhibit 40. **EXHIBIT 2**
CUSD WIG 2: 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 open the public hearing, determine if members of the public have submitted requests to speak on the item, and after hearing any speakers, formally close the public hearing.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion of these items prior to the time the Board votes on the motion unless members of the Board 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

3. DONATION OF FUNDS:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$529,458.71 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

Page 4

EXHIBIT 3

4. PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The expenditures related to the listed purchase orders and commercial warrants included in this item were previously authorized as part of the District's budget approval process. The purchase orders total \$5,933,949.79 and the commercial warrants total \$23,116,532.87. 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

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EXHIBIT 4

5. INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:

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 28 new agreements totaling \$741,548.63 and 12 amendments to existing agreements totaling \$76,340. 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

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EXHIBIT 5

6. AWARD BID NO. 1819-13, ASPHALT PAVING, SEALCOATING, AND CONCRETE REPAIRS – BEN'S ASPHALT INCORPORATED:

Approval of Award of Bid No. 1819-13, Asphalt Paving, Sealcoating, and Concrete Repairs to Ben's Asphalt Incorporated for Categories 1 and 2. Seven bids were received and opened on April 29, 2019 and are listed in Exhibit A. Weighted job scenarios were used to determine the lowest base price for both Categories 1 (Asphalt Paving, Sealcoating and Repair) and 2 (Concrete Repair and Maintenance). Ben's Asphalt Incorporated is the lowest responsive, responsible bidder for both Categories 1 and 2. The initial contract term is June 1, 2019 through May 31, 2020 and may be extended with Board approval for a term not-to-exceed three years. Categories 1 and 2 will be funded by the general fund and deferred maintenance. Annual expenditures for Category 1 are estimated to be \$500,000 and for Category 2 are estimated to be \$250,000; however, may vary depending on District needs and availability of funds.

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

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EXHIBIT 6

7. **AWARD BID NO. 1819-18, AMBUEHL ELEMENTARY SCHOOL RENOVATION – WOODCLIFF CORPORATION:** Page 486
EXHIBIT 7
 Approval of Award of Bid No. 1819-18, Ambuehl Elementary School Renovation to Woodcliff Corporation. Six bids were received and opened on May 2, 2019 and are listed on Exhibit A. The bidder offering the lowest base price was used to determine the lowest responsive bidder. Woodcliff Corporation is the lowest responsive, responsible bidder at \$2,552,000. This project will be funded by Whispering Hills CFD 2005-1.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
8. **CHANGE ORDER NO. 7, BID NO. 1617-18, ESENCIA K-8 PROJECT:** Page 527
EXHIBIT 8
 Approval of Change Order No. 7, Bid No. 1617-18 for the Esencia K-8 Project related to the deductive changes for de-scoping work from Straub’s contract due to inefficiencies in performing their remaining punch list. The funds deducted from Straub’s account will be utilized to complete the work by the Maintenance and Operations department and overseen by the District construction management team. This change order consists of additions, deletions, or other revisions now being presented to the Board for approval. All such changes in the work are performed under applicable conditions of the change in contract documents. The original contract sum was \$27,569,000. The new contract sum including Change Order No. 7 is \$27,836,828.43 funded by developer fees, state funding and County of Orange CFD funds. The financial implication relating to Change Order No. 7 is a reduction of \$349,575.60.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
9. **FIRST EXTENSION OF BID NO. 1819-01, WEED ABATEMENT SERVICES – E. STEWART AND ASSOCIATES, INCORPORATED:** Page 598
EXHIBIT 9
 Approval of First Extension of Bid No. 1819-01, Weed Abatement Services with E. Stewart and Associates, Incorporated. Bid No. 1819-01 was awarded to the lowest responsive, responsible bidder on July 25, 2018 for the initial term of July 1, 2018 through June 30, 2019 with optional renewal terms. The vendor agrees to maintain the same pricing under the initial bid award term for the proposed renewal period of July 1, 2019 through June 30, 2020. Annual expenditures utilizing this contract are estimated to be \$200,000 funded by the general fund. Actual expenditures may vary depending on availability of funds and District needs. E. Stewart and Associates will not use Round-up while performing weed abatement services on District property.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
10. **COUNTY OF ORANGE, OC PUBLIC WORKS, CONTRACT NO. MA-080-18011813, LOCKS AND LOCKING DEVICES – ANIXTER, INC. DBA CLARK SECURITY PRODUCTS:** Page 625
EXHIBIT 10
 Approval to utilize the County of Orange, OC Public Works, Contract No. MA-080-18011813, Locks and Locking Devices and any subsequent revisions, amendments, and extensions awarded to Anixter, Inc. dba Clark Security Products. The District can utilize such contracts pursuant to California Public Contract Code § 20118 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 County contract to purchase various locks, locking devices and door hardware. Anticipated annual expenditures utilizing this contract are approximately \$100,000 funded by the general fund.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
11. **LADERA RANCH MAINTENANCE CORPORATION LIMITED USE LICENSE FOR THE USE OF CHAPARRAL PARK BY CHAPARRAL ELEMENTARY SCHOOL:** Page 569
EXHIBIT 11
 Approval of the Ladera Ranch Maintenance Corporation (LARMAC) Limited Use License for the use of Chaparral Park by Chaparral Elementary School. Since January 1, 2002, the District and LARMAC have had a Limited Use License in place for the use of

Chaparral Park which enables Chaparral Elementary School to use the park during school hours. Under the original 2002 agreement, a set proportion of the annual maintenance expenses of \$11,600 are paid for by the District. LARMAC contacted the District requesting an update to the existing 15 year old agreement due to the increased cost of maintenance fees. The District agrees to the increase of \$6,400 from the current agreement and will now incur a fee of \$18,000 annually paid by general Maintenance and Operations funds. The term of the license is July 1, 2019 through June 30, 2020.

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

12. **LADERA RANCH MAINTENANCE CORPORATION LIMITED USE LICENSE FOR THE USE OF FOUNDERS PARK BY LADERA RANCH SCHOOL:** Page 684
EXHIBIT 12
Approval of the Ladera Ranch Maintenance Corporation (LARMAC) Limited Use License for the use of Founders Park by Ladera Ranch Elementary School and Ladera Ranch Middle School. Since January 1, 2005, the District and LARMAC have had a Limited Use License in place for the use of Founders Park which enables Ladera Ranch Elementary and Middle School to use the park during school hours. Under the original 2005 Limited Use License, a set proportion of the annual maintenance expenses of \$11,600 is paid for by the District. LARMAC contacted the District requesting an update to the existing 15 year old agreement due to the increased cost of maintenance fees. The District agrees to the increase of \$6,400 from the current agreement and will now incur a fee of \$18,000 annually paid by general Maintenance and Operations funds. The term of the license is July 1, 2019 through June 30, 2020.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
13. **LADERA RANCH MAINTENANCE CORPORATION LIMITED USE LICENSE FOR THE USE OF OSO GRANDE PARK BY OSO GRANDE ELEMENTARY SCHOOL:** Page 699
EXHIBIT 13
Approval of the Ladera Ranch Maintenance Corporation (LARMAC) Limited Use License for the use of Oso Grande Park by Oso Grande Elementary School. Since August 24, 2005, the District and LARMAC have had a Limited Use License in place for the use of Oso Grande Park which enables Oso Grande Elementary School to use the park during school hours. Under the original 2005 Limited Use License, a set proportion of the annual maintenance expenses of \$11,600 are paid for by the District. LARMAC contacted the District requesting an update to the existing 15 year old agreement due to the increased cost of maintenance fees. The District agrees to the increase of \$6,400 from the current agreement and will now incur a fee of \$18,000 annually paid by general Maintenance and Operations funds. The term of the license is July 1, 2019 through June 30, 2020.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
14. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR SAN JUAN HILLS HIGH SCHOOL SOLAR PROJECT RELATED TO RESOLUTION NO. 1718-28 – REC SOLAR COMMERCIAL CORPORATION:** Page 714
EXHIBIT 14
Approval of the Final Acceptance and filing of the Notice of Completion for San Juan Hills High School Solar Project related to Resolution No. 1718-28, Enter into Energy Service Contract. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. The project was funded by Clean Renewable Energy Bonds (CREB).
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
15. **FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR BID NO. 1617-18, ESENCIA K-8 – STRAUB CONSTRUCTION, INC.:** Page 718
EXHIBIT 15
Approval of the Final Acceptance and filing of the Notice of Completion for Bid No. 1617-18, Esencia K-8. In order to obtain Division of State Architect closeout with certification, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. The project was funded by developer fees, state funding and County of Orange CFD funds.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

CURRICULUM AND INSTRUCTION

- 16. BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, STEP UP TO SUCCESS:** Page 722
EXHIBIT 16
- Approval of Broadening the Course of Study: New Secondary Course, Step Up To Success. The following middle school course is proposed for the 2019-2020 course catalog in accordance with Board Policy 6143, *Courses of Study: Step Up To Success*. This course will be available to students in grade six as part of the middle school elective wheel. Upon approval, the course will be offered in the 2019-2020 school year. There is no financial impact.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 17. AGREEMENT FOR SERVICES WITH CURRICULUM ASSOCIATES:** Page 727
EXHIBIT 17
- Approval of Agreement for Services with Curriculum Associates to provide software licenses for students in grades one through five, to support Districtwide Math diagnostic assessments for the 2019-2020 school year. Curriculum Associates “i-Ready” online assessments include both diagnostic and standards mastery assessments that will be used by students and teachers to gather clear data on Math performance. Students will take the “i-Ready Diagnostic” assessment three times a year (beginning, middle and end of year). Data provided will help teachers identify strengths and weaknesses in student understanding and skills in order to inform instruction and provide targeted intervention. The “i-Ready Standard Mastery” assessments will be available for teachers to use with students to provide short, formative assessments on key standards, which will strengthen and inform each sites’ Professional Learning Community process. The site license is for one year and would need to be renewed annually. Professional development costs would be included in the first year. The estimated total expenditure for the site licenses and professional development is \$134,207.40 funded by general funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 18. ADDENDUM TO THE AGREEMENT FOR AN ADDITIONAL SCHOOL PARTICIPATING IN THE INSIDE THE OUTDOORS SCHOOL PROGRAMS, AGREEMENT NUMBER S11046-18:** Page 741
EXHIBIT 18
- Approval of Addendum to the Agreement for Additional Schools Participating in the Inside the Outdoors School Program, Agreement Number S11046-18. District schools routinely participate in the Orange County Department of Education’s outdoor science school/field trip programs and “Traveling Scientist” programs and assemblies. John Malcom Elementary School has expressed interest in the “Traveling Scientist” Program for the 2018-2019 school year, which will provide school assemblies by traveling naturalists on various science topics. The estimated expenditure under this contract addendum is \$460 funded by site and/or gift funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 19. AGREEMENT NO. 47886, THREE-PARTY AGREEMENT FOR QUALITY RATING IMPROVEMENT SYSTEM IMPLEMENTATION OF EARLY EDUCATION PROGRAMS WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS AND EARLY QUALITY SYSTEMS, LLC:** Page 745
EXHIBIT 19
- Approval of Agreement No. 47886 for Quality Rating and Improvement System of Early Education Preschool Programs with the Orange County Superintendent of Schools and Early Quality Systems, LLC. The agreement allows the parties to implement the Orange County Quality Rating Improvement System (QRIS) program for quality improvement based on a tiered rating structure, satisfying grant requirements. The District will receive incentive funds of \$3,000 and access covered information in compliance with federal and state laws and regulations related to student privacy. This agreement is for the term of July 1, 2019 to June 30, 2020. The agreement establishes participation in the tiered rating system (QRIS) for quality purposes and allows for funding for materials for the District’s fee-based preschool classrooms. The District enters into this agreement annually.
- Contact: Susan Holliday, Associate Superintendent, Education Services*

20. PROPOSED SCHOOL CALENDARS THROUGH 2023:

Page 758
EXHIBIT 20

Approval of the proposed 2019-2020 through 2022-2023 school calendars. Based on the approved 2017-2018 school calendar at the May 25, 2016 Board meeting, staff modeled the proposed calendars using the same tenets: the calendar should support the educational purpose of the District; student holidays, aside from legal holidays, should be minimized and placed strategically to optimize learning; to the extent possible, the calendar should follow a consistent pattern from year-to-year so teachers can plan for instruction and families can make long-range plans; to the extent possible, the calendar should retain some of the features that produced the higher District revenue realized as a result of increased average daily attendance. These main tenets as well as the Calendar Committee's lead guiding factors as determined through the consensus process are by which the calendar proposals were developed. Pending approval of the proposed calendars, staff will post and communicate to all stakeholders.

Contact: Susan Holliday, Associate Superintendent, Education Services

HUMAN RESOURCE SERVICES

21. RESOLUTION NO. 1819-43, REDUCTION OR ELIMINATION OF CERTAIN CLASSIFIED SERVICES:

Page 764
EXHIBIT 21

Approval of Resolution No. 1819-43, Reduction or Elimination of Certain Classified Services.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

22. AUTHORIZATION OF COACHES TO PROVIDE SECOND SEMESTER PHYSICAL EDUCATION CREDIT:

Page 769
EXHIBIT 22

Approval of teachers who are credentialed in subjects other than Physical Education (PE) to provide PE credit to students in that respective sport. Districts may assign a teacher with a credential in a subject area other than PE to coach a competitive sport and award PE credit to students. State law requires that such teachers be full-time employees of a district who have completed a minimum of 20 hours of first-aid instruction, and have been approved by the Board of Trustees. It has been determined all teachers who do not hold a physical education credential, but are assigned coaching activities for which such credit is given, are full-time employees of the District, and have completed cardiopulmonary resuscitation, first-aid instruction and concussion training. There is no financial impact.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

23. THIRD QUARTER REPORT – WILLIAMS SETTLEMENT LEGISLATION UNIFORM COMPLAINT:

Page 771
EXHIBIT 23

Acceptance of Williams Settlement Legislation Uniform Complaint Third Quarter Report. As a result of the Williams Settlement, Education Code § 35186 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 third quarter, the District received no complaints.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

24. CALIFORNIA STATE UNIVERSITY, FULLERTON SPRING 2019 MASTER TEACHER HONORARIUM:

Page 774
EXHIBIT 24

Approval of payments of honorarium to District Master Teachers who supported California State University, Fullerton (CSUF) Student Teachers during the Spring 2019 semester. Current university agreements specify that institutions pay Master Teachers a nominal payment for their supervision and support of Student Teachers. CSUF has agreed to reimburse the District for the cost of these Master Teacher payments. The compensation amounts vary to the nature of the assignments.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

25. **CHAPMAN UNIVERSITY SPEECH AND LANGUAGE CLINICAL INSTRUCTOR PAYMENT:** Page 777
EXHIBIT 25
Approval of payment to District Speech and Language Pathologists who were Clinical Instructors and supported Chapman University students during the Spring 2019 semester. The agreement with Chapman University states that the University will reimburse the District for these payments.
Contact: Tim Brooks, Associate Superintendent, Human Resource Services
26. **INTERAGENCY AGREEMENT WITH SAN FRANCISCO STATE UNIVERSITY:** Page 780
EXHIBIT 26
Approval of Interagency Agreement for Provision of Services with San Francisco State University, effective July 1, 2019 through June 30, 2022. Intern credential teachers will be hired by the District in hard-to-fill positions and will be dually supported by San Francisco State University and the District as they complete their credential.
Contact: Tim Brooks, Associate Superintendent, Human Resource Services
27. **INTERNSHIP PROGRAM MEMORANDUM OF UNDERSTANDING WITH UNIVERSITY OF REDLANDS:** Page 788
EXHIBIT 27
Approval of Internship Program Memorandum of Understanding with University of Redlands, effective July 1, 2019 through June 30, 2021. Internship credential teachers will be hired by the District in hard-to-fill positions and will be dually supported by University of Redlands and the District as they complete their credential.
Contact: Tim Brooks, Associate Superintendent, Human Resource Services
28. **EDUCATIONAL FIELDWORK AGREEMENT WITH UNIVERSITY OF REDLANDS:** Page 796
EXHIBIT 28
Approval of the Educational Fieldwork Agreement with University of Redlands, effective July 1, 2019 and expiring June 30, 2021. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Tim Brooks, Associate Superintendent, Human Resource Services
29. **SPRING 2019 SAN DIEGO STATE UNIVERSITY MASTER TEACHER HONORARIUM:** Page 802
EXHIBIT 29
Approval of payments of honorarium to District Master Teachers who supported San Diego State University Student Teachers the Spring 2019 semester. Current university agreements specify that institutions pay Master Teachers a nominal payment for their supervision and support of Student Teachers. San Diego State University has agreed to reimburse the District for the cost of these Master Teacher payments. The compensation amounts vary to the nature of the assignments.
Contact: Tim Brooks, Associate Superintendent, Human Resource Services
30. **PUBLIC SCHOOLS AND LIBERTY UNIVERSITY STUDENT TEACHING AGREEMENT:** Page 805
EXHIBIT 30
Approval of the Public Schools and Liberty University Student Teaching Agreement, effective August 1, 2019 and expiring July 31, 2020. During the school year, credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their credential.
Contact: Tim Brooks, Associate Superintendent, Human Resource Services
31. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES:** Page 809
EXHIBIT 31
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

32. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED** Page 834
EMPLOYEES: EXHIBIT 32
 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

33. **SCHOOL BOARD MINUTES:** Page 856
 Approval of the April 25, 2019 Regular Board Meeting minutes. EXHIBIT 33
Contact: Colleen Hayes, Manager II, Superintendent's Office
34. **SCHOOL BOARD MINUTES:** Page 867
 Approval of the May 8, 2019 Special Board Meeting minutes. EXHIBIT 34
Contact: Colleen Hayes, Manager II, Superintendent's Office
35. **SCHOOL BOARD MINUTES:** Page 869
 Approval of the May 13, 2019 Special Board Meeting minutes. EXHIBIT 35
Contact: Colleen Hayes, Manager II, Superintendent's Office

DISCUSSION/ACTION ITEMS

36. **CAPITOL ADVISORS GROUP, LLC PRESENTATION:** INFORMATION/
 The District currently has a contract with Capitol Advisors Group, LLC, a legislative DISCUSSION
 consulting and advocacy firm, providing strategic counsel and assistance in developing Page 871
 mutually beneficial partnerships. Capitol Advisors provides professional consulting EXHIBIT 36
 services related to legislative, administrative, and regulatory guidance. Representatives from the Capitol Advisors Group are returning to the May 22, 2019 Board meeting to share what is currently taking place in Sacramento.
CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
Contact: Kirsten M. Vital, Superintendent

Staff Recommendation

It is recommended the Board President recognize Kevin Gordon, Capitol Advisors Group, LLC, to present information on this item and answer any questions Trustees may have. This is an information only item and no Board action is necessary.

37. **PRESENTATION ON THE WESTERN SCHOOL FACILITIES IMPROVEMENT DISTRICT FACILITIES NEEDS AND POLLING:** INFORMATION/
 The Board will receive an informational presentation on the Dana Point, Laguna Niguel DISCUSSION
 and Aliso Viejo potential Western School Facilities Improvement District (SFID) facilities Page 872
 needs, polling, and a proposed March 2020 bond election. EXHIBIT 37
CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.
CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
Contact: Ryan Burris, Chief Communications Officer

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services and Ryan Burris, Chief Communications Officer, 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.

38. 2019-2020 LOCAL CONTROL ACCOUNTABILITY PLAN AND UPDATE:
In June 2013, the Legislature adopted the Local Control Funding Formula (LCFF). As part of the LCFF, the Legislature included an accountability component known as the Local Control and Accountability Plan (LCAP). In developing its LCAP, districts must address eight state priorities, solicit input and consult with stakeholders. As part of the process, each district is required to hold one public hearing to solicit the recommendations and comments of the members of the public regarding the specific actions and expenditures proposed. The final 2019-2020 LCAP will be presented for Board action at the June 12, 2019 Board meeting.

**INFORMATION/
DISCUSSION
Page 898
EXHIBIT 38**

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

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

CUSD WIG 3: 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 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. 1819-42, AUTHORIZATION OF TEMPORARY INTERFUND TRANSFERS:

**DISCUSSION/
ACTION
Page 1044
EXHIBIT 39**

Education Code § 42603 authorizes the Board of Trustees to temporarily transfer money held in any fund to another fund for payment of obligations by the District. Amounts transferred will be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Due to the nature of the current budget situation, it is necessary to secure flexibility to balance cash flow during the 2019-2020 school year. This agenda item requests Board approval to authorize interfund loans between funds. These loans (cash transfers) will be made to and between the general fund and various other District funds.

CUSD WIG 2: 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 adopt Resolution No. 1819-42, Authorization of Temporary Interfund Transfers.

Motion by _____ Seconded by _____

40. 2019-2020 PROPOSED BUDGET ADOPTION:

**INFORMATION/
DISCUSSION
Page 1047
EXHIBIT 40**

The District is required by law to adopt a budget for the 2019-2020 fiscal year no later than June 30, 2019 for enactment on July 1, 2019. The final budget for 2019-2020 will be based upon revenue assumptions outlined within the Governor's May Revise, as well as District-specific assumptions for revenue and expenditures and will incorporate expenditures listed in the District's Local Control Accountability Plan (LCAP).

This item is a preliminary look at the general fund 2019-2020 budget and the 2018-2019 estimated actuals budget. The budget will be updated if necessary based upon information from the Governor's May Revise and recommendations given by the Orange County

Department of Education along with the District LCAP. The final 2019-2020 budget will be presented for Board action at the June 12, 2019 meeting.

CUSD WIG 2: 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. 1819-45, RESOLUTION OF THE BOARD OF TRUSTEES TO APPROVE THE CHARTER RENEWAL PETITION OF OXFORD PREPARATORY ACADEMY PUBLIC CHARTER SCHOOL SUBJECT TO ENTRY INTO MEMORANDUM OF UNDERSTANDING:** **DISCUSSION/ ACTION**
Page 1078
EXHIBIT 41

A charter petition for Oxford Preparatory Academy was approved by the District on March 8, 2011 for 3 years with a subsequent 5-year renewal on April 23, 2014. Oxford Preparatory Academy submitted a second charter renewal petition to the District on February 27, 2019. District staff has reviewed the renewal petition and finds it to be in compliance with requirements for renewal set forth in Education Code § 47605 if the conditions identified are satisfied by entry into a fully executed Memorandum of Understanding (MOU) ratified by the Board within 45 days of the Board’s approval with conditions. Trustees gave direction to staff at the April 25, 2019 Board meeting regarding adding one additional admissions preference to OPA’s renewal petition, which is addressed in the resolution and will be included in the MOU.

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 that the Board of Trustees adopt Resolution No. 1819-45, Resolution of the Board of Trustees to Approve the Charter Renewal Petition of Oxford Preparatory Academy Public Charter School Subject to Entry into Memorandum of Understanding.

Motion by _____ Seconded by _____

- 42. **TRUSTEE REQUEST:** **DISCUSSION/ ACTION**
Page 1099
EXHIBIT 42

Board Policy 9322, *Agenda/Meeting Materials*, states any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. AB 1505 takes reasonable steps to amend the charter school review process and to strengthen the charter petition review, approval and appeal process. A Trustee has requested a letter be sent by the Superintendent supporting AB 1505.

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

Contact: Trustee Amy Hanacek

Staff Recommendation

It is recommended the Board President recognize Trustee Amy Hanacek to present this item.

Following discussion, it is recommended the Board of Trustees approve the letter of support from Superintendent Vital regarding Assembly Bill 1505.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, JUNE 12, 2019, 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.