

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

May 20, 2020

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

AGENDA

Due to the nature of the COVID-19 pandemic and in accordance with Governor Newsom's Executive Order N-29-20, issued on March 17, 2020, the Board members will have the option to attend the meeting and take action on any item telephonically. Members of the public may live stream the meeting from our District website at CAPOUSD.org by registering and clicking [here](#).

The District has also provided the following option for the public to address the Board telephonically. If you wish to address the Board telephonically on any agenda item, you may do so by registering before the start of the item on the evening of May 20, 2020. Detailed guidelines and information on what to do if you wish to address the Board of Trustees, is provided at the end of this agenda. Please follow the instructions to register provided by clicking [here](#).

CLOSED SESSION AT 4:30 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. PUBLIC HEALTH EMERGENCY

Consultation with Agency Counsel
Attorney – Anthony De Marco
(Pursuant to Government Code § 54957(a))

EXHIBIT A-1

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Gregory Merwin/Kathy Purcell
Attorney – Justin Shinnefield
Significant Exposure to Litigation – Four Cases
ADR Case Number 20190619
ADR Case Number 20200421
ADR Case Number 20200424
ADR Case Number 20200430
(Pursuant to Government Code § 54956.9(d)(2))

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

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Gregory Merwin/Kathy Purcell
Attorney – Justin Shinnefield
Significant Exposure to Litigation – One Case
OAH Case Number 2019120601
(Pursuant to Government Code § 54956.9(d)(1))

EXHIBIT C-1

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

District Negotiators: Kirsten M. Vital/Clark Hampton/John Forney
Attorney – Andreas Chialtas
Consultant – Lorrie Ruiz
Property: PA-3 K-8 School No. 2 an approximate 20-acre school site
Negotiating Party: Mike Balsamo/Elise Milington of Rancho Mission Viejo, LLC

EXHIBIT D-1

Property: Pacifica San Juan property. 7.292 acre property located at the north east corner of Camino Las Ramblas and Avenida California **EXHIBIT D-2**

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
(Pursuant to Government Code § 54956.8)

E. 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 E-1

EXHIBIT E-2

F. PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT

Tim Brooks

Principal, Elementary School

Principal, Middle School

(Pursuant to Government Code § 54957)

EXHIBIT F-1

EXHIBIT F-2

EXHIBIT F-3

G. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Tim Brooks

Three Cases

(Pursuant to Government Code § 54957)

EXHIBIT G-1

EXHIBIT G-2

EXHIBIT G-3

H. PUBLIC EMPLOYMENT AND EVALUATION OF PERFORMANCE

Superintendent

(Pursuant to Government Code § 54957(b))

EXHIBIT H-1

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

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 HEARING

CUSD will be taking public hearing comments telephonically. To register to call-in for comment please click [here](#).

- 1. **PUBLIC HEARING: INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY LANGUAGE ARTS/MANDARIN IMMERSION PROGRAM, GRADE 9, AND SECONDARY INTRODUCTION TO STATISTICS AND MATH FOR THE COLLEGE BOUND, GRADES 10-12:** Page 1
EXHIBIT 1

The Board will conduct a public hearing on instructional materials recommended for adoption: secondary Language Arts/Mandarin Immersion Program, grade 9 and secondary Introduction to Statistics and Math for the College Bound, grades 10-12. Copies of the materials were offered to the public for inspection by appointment while the District continues to follow state and local social distancing rules.

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 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

- 2. **DONATION OF FUNDS AND EQUIPMENT:** Page 3
EXHIBIT 2
Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$170,803.34 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

- 3. **PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 5
EXHIBIT 3
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 \$4,686,859.46 and the commercial warrants total \$11,503,222.49. 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

- 4. **INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:** Page 82
EXHIBIT 4
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 seven new agreements totaling \$88,660 and eight amendments to existing agreements totaling \$135,917.

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

5. **CHANGE ORDER NO. 1, BID NO. 1920-04, ALISO NIGUEL HIGH SCHOOL STEM BUILDING PROJECT:** Page 214
EXHIBIT 5
Approval of Change Order No. 1, Bid No. 1920-04 for the Aliso Niguel High School STEM Building Project related to internet drops and tile specifics adjustments made in order to meet District standards. 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 \$10,954,576. The new contract sum including Change Order No. 1 is \$10,969,319.80 funded by CFD 87-1 and if necessary, earned interest and land sale revenue. With this change order, the project remains under budget.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
6. **ADDENDUM TO TRANSPORTATION CONTRACTOR AGREEMENT – AMERICAN LOGISTICS COMPANY, LLC:** Page 238
EXHIBIT 6
Approval of Addendum to Transportation Contractor Agreement with American Logistics Company to enable the contractor to be paid for transportation for days schools are closed pursuant to language in Senate Bill 117 § 1 (b) and establishing criteria for payment. The addendum was developed in conjunction with the Orange County Department of Education and other Orange County districts. The agreement is effective March 16, 2020 through June 30, 2020 and the associated costs are already included in the special education or transportation budget for the year.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
7. **CHARTER FACILITIES AGREEMENT FOR 2020-2025 – JOURNEY SCHOOL:** Page 265
EXHIBIT 7
Approval of Charter Facilities Agreement with Journey School to enter into an in-lieu arrangement where Journey will occupy the Foxborough Elementary School campus for the 2020-2021 school year through the 2024-2025 school year. Terms of this agreement include the use of the space described and depicted in Exhibit A, for a five-year term of July 1, 2020 to June 30, 2025. The agreement has been reviewed and approved by the District's legal counsel.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
8. **CHARTER FACILITIES AGREEMENT FOR 2020-2021 – OCASA COLLEGE PREP:** Page 290
EXHIBIT 8
Approval of Charter Facilities Agreement with OCASA College Prep (OCP) to enter into an in-lieu arrangement where OCP will occupy space at 31522 El Camino Real in San Juan Capistrano (formerly the College and Career Advantage campus) in the 2020-2021 school year. Terms of this agreement include the use of the space described and depicted in Exhibit A, for a one-year term of July 1, 2020 to June 30, 2021. The agreement has been reviewed and approved by the District's legal counsel.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services

CURRICULUM AND INSTRUCTION

9. **AGREEMENT WITH CHILD360 FOR CONSULTING SERVICES:** Page 316
EXHIBIT 9
Approval of the ratification of the agreement with Child360 to provide consulting services to support the analysis and review of early childhood programming in the District, April 22, 2020 through May 12, 2020. Through this agreement, expert consultants in the field of early childhood learning will examine current programming and services to provide an analysis and recommendation regarding future planning to integrate early childhood programming into the larger elementary program.

The analysis will center on efficiencies, integration, compatibility and technical capacity to further support the success of early childhood students in the District. Expenditures under this agreement are \$24,000 funded by general funds.

Contact: *Susan Holliday, Associate Superintendent, Education Services*

10. MEMORANDUM OF UNDERSTANDING WITH JOURNEY SCHOOL:

Page 329
EXHIBIT 10

Approval of the Memorandum of Understanding (MOU) with Journey School. The District's Board of Trustees approved Journey's charter in 2000 with subsequent five-year renewals in 2005, 2010, and 2015. Journey School submitted a fourth charter renewal petition to the District on January 15, 2020. The District's Board approved a fourth renewal on March 18, 2020 for a five-year term, commencing July 1, 2020, subject to Journey's agreement to enter into an MOU addressing the conditions set forth in Resolution No. 1920-43, adopted on March 18, 2020. The District and Journey agree the charter renewal petition shall be deemed approved as modified by the MOU. The terms of the MOU are intended by both the District and Journey to become part of the approved charter.

Contact: *Susan Holliday, Associate Superintendent, Education Services*

HUMAN RESOURCE SERVICES

11. STUDENT TEACHING PLACEMENT AGREEMENT WITH UNIVERSITY OF NORTHERN COLORADO:

Page 335
EXHIBIT 11

Approval of the Student Teaching Placement Agreement with University of Northern Colorado, effective July 1, 2020 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*

12. RESOLUTION NO. 1920-52, NON-REELECTION OF TEMPORARY CERTIFICATED EMPLOYEES:

Page 338
EXHIBIT 12

Adoption of Resolution No. 1920-52, Non-Reelection of Temporary Certificated Employees. Education Code §§ 44909, 44918 and 44920 permit school districts to hire certificated employees on temporary contracts. The District has appropriately classified 119 certificated employees as temporary for the 2019-2020 school year. These employees are replacing other employees on leave, are serving in programs with expiring categorical funding sources, or are placeholders for regular employees who are released from their normal assignments to work in a categorical program. Education Code § 44954 requires the Board to notify temporary employees in a position requiring certification qualification of the District's decision to release the employees from such positions prior to the next school year. The temporary release of employees, as presented in this item, is an annual process the District must utilize to ensure permanent teachers funded through categorical resources and permanent teachers on leaves of absence have a position for the succeeding school year. As the District begins staffing for the 2020-2021 school year, decisions will be made regarding how many permanent teachers will be funded through categorical resources as well how many permanent teachers will request leaves of absence, part-time contracts, and partnership assignments. As permanent teachers "temporarily" vacate their positions, temporary teachers may be rehired.

Contact: *Tim Brooks, Associate Superintendent, Human Resource Services*

13. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES:

Page 344
EXHIBIT 13

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*

14. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED** Page 349
EMPLOYEES: EXHIBIT 14
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

15. **SCHOOL BOARD MINUTES:** Page 358
Approval of the April 29, 2020 Regular Board meeting minutes. EXHIBIT 15
Contact: Colleen Hayes, Manager II, Board Operations/Superintendent's Office

DISCUSSION/ACTION ITEMS

16. **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 370
mutually beneficial partnerships. Capitol Advisors provides professional consulting EXHIBIT 16
services related to legislative, administrative, and regulatory guidance. Representatives from the Capitol Advisors Group are returning to the May 20, 2020 Board meeting to share what is currently taking place in Sacramento regarding the impacts to our District based on the Governor's May Revise 2020-2021 budget due to COVID-19.
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 Kirsten Vital, Superintendent, to present this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

17. **RESOLUTION NO. 1920-54, AUTHORIZATION OF TEMPORARY INTERFUND DISCUSSION/
TRANSFERS:** ACTION
Education Code § 42603 authorizes the Board of Trustees to temporarily transfer money Page 371
held in any fund to another fund for payment of obligations by the District. Amounts EXHIBIT 17
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 2020-2021 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: 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 adopt Resolution No. 1920-54, Authorization of Temporary Interfund Transfers.

Motion by _____ Seconded by _____

18. GOVERNOR’S MAY REVISE FOR FISCAL YEAR 2020-2021:

In mid-May, the Governor released his May Revise for fiscal year 2020-2021. Trustees will be provided with a brief presentation about the impact of the May Revise on the 2020-2021 budget.

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.

**INFORMATION/
DISCUSSION
Page 374
EXHIBIT 18**

19. RESOLUTION NO. 1920-56, RESOLUTION AND ORDER OF BIENNIAL TRUSTEE ELECTION SPECIFICATIONS OF THE ELECTION ORDER:

Adoption of Resolution No. 1920-56, pertaining to the election of Trustees to serve in Trustee Area 1 (Amy Hanacek), Trustee Area 2 (Jim Reardon), Trustee Area 3 (Patricia Holloway), and Trustee Area 5 (Trustee Castellanos), will consolidate the Trustee election with the federal, state, and municipal elections to be held on November 3, 2020. The financial impact for the election expenses will be included in the 2020-2021 budget.

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 Kirsten M. Vital, Superintendent, to present this item.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1920-56, Resolution and Order of Biennial Trustee Election and Specifications of the Election Order.

Motion by _____ Seconded by _____

**DISCUSSION/
ACTION
Page 376
EXHIBIT 19**

20. SECOND READING - BOARD POLICY 5150, DISCIPLINE:

The proposed revisions to Board Policy 5150, *Discipline*, bring the policy in alignment with current law. The proposed policy is modeled after the California School Boards Association’s model policy. The revisions eliminate unnecessary language and directives based on codes that are no longer active. Staff made redactions to this policy as per legal counsel’s guidance. The redacted sections will be placed in the Student Discipline Handbook or Discipline Matrix, as school discipline laws change frequently. Legal counsel has reviewed the policy. Additional changes were made, as requested by Trustees at the April 29, 2020 Board meeting. 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.

**DISCUSSION/
ACTION
Page 380
EXHIBIT 20**

Following discussion, it is recommended the Board of Trustees approve Board Policy 5150, *Discipline*.

Motion by _____ Seconded by _____

21. SECOND READING - BOARD POLICY 5152, SUSPENSION AND EXPULSION/DUE PROCESS: DISCUSSION/ ACTION

The proposed revisions to Board Policy 5152, *Suspension and Expulsion/Due Process*, bring the policy in alignment with current law. The proposed policy is modeled after the California School Boards Association's model policy.

Page 390
EXHIBIT 21

The revisions eliminate unnecessary language and directives based on codes that are no longer active. Staff made redactions to this policy as per legal counsel's guidance, as school discipline laws change frequently. Legal counsel has reviewed the policy. Additional changes were made, as requested by Trustees at the April 29, 2020 Board meeting. 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 5152, *Suspension and Expulsion/Due Process*.

Motion by _____ Seconded by _____

22. THIRD READING – BOARD POLICY 6145, EXTRACURRICULAR AND CO-CURRICULAR ACTIVITIES: DISCUSSION/ ACTION

The proposed revisions to Board Policy 6145, *Extracurricular and Co-curricular Activities*, ensure the policy is aligned with current legal requirements and District practices. Changes are underlined; deletions are struck through.

Page 400
EXHIBIT 22

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 6145, *Extracurricular and Co-curricular Activities*.

Motion by _____ Seconded by _____

23. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY EXPOSITORY READING AND WRITING CURRICULUM, GRADE 12: DISCUSSION/ ACTION

A Districtwide teacher committee has recommended the adoption of the following secondary Expository Reading and Writing Curriculum supplemental novel, grade 12: *The Distance Between Us* ©2012 by Reyna Grande, Washington Square Press. This title has been approved by the Instructional Materials Review Committee.

Page 407
EXHIBIT 23

The estimated cost to implement this adoption is \$40,000 funded by District lottery funds.
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 the adoption of the secondary Expository Reading and Writing Curriculum supplemental novel, grade 12: *The Distance Between Us* ©2012 by Reyna Grande, Washington Square Press.

Motion by _____ Seconded by _____

- 24. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY INTRODUCTION TO STATISTICS/MATH FOR THE COLLEGE BOUND, GRADES 10-12:** **DISCUSSION/ ACTION**
Page 410
EXHIBIT 24

A Districtwide teacher committee has recommended the adoption of *Statistics and Probability with Applications* ©2017 Bedford, Freeman, and Worth, grades 10-12. These instructional materials have been approved by the Instructional Materials Review Committee. The estimated cost to implement this adoption is \$73,000 funded by District lottery funds.

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 the adoption of *Statistics and Probability with Applications* ©2017 Bedford, Freeman, and Worth, grades 10-12.

Motion by _____ Seconded by _____

- 25. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY LANGUAGE ARTS/MANDARIN IMMERSION PROGRAM, GRADE 9:** **DISCUSSION/ ACTION**
Page 413
EXHIBIT 25

Capistrano Valley High School has recommended the adoption of the following secondary Language Arts/Mandarin Immersion Program instructional materials, grade 9: *Zhen Bang! Level 3* ©2019 EMC Publishing and *Easy Steps to Chinese Level 6* ©2009 Beijing Language and Culture University Press. These materials have been approved by the Instructional Materials Review Committee. The estimated cost to implement this adoption is \$23,683 funded by District lottery funds.

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 the adoption of the following secondary Language Arts/Mandarin Immersion Program instructional materials, grade 9: *Zhen Bang! Level 3* ©2019 EMC Publishing and *Easy Steps to Chinese Level 6* ©2009 Beijing Language and Culture University Press.

Motion by _____ Seconded by _____

26. RESOLUTION NO. 1920-58, RESOLUTION EXPRESSING THE DESIRE OF THE BOARD OF TRUSTEES THAT ALL TEACHERS HONOR INDIVIDUAL STUDENT REQUESTS FOR CREDIT / NO CREDIT GRADES:

**DISCUSSION/
ACTION**
Page 416
EXHIBIT 26

It has come to the attention of the Board of Trustees that there are CUSD students whose class grade was low at the “earlier reporting period prior to the closure,” but who are not experiencing success at raising the grade for reasons related to the school closure and that are beyond their control; and students are not truly held “harmless for their spring grades” unless teachers accede to requests for CR/NC grades.

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

Contact: Gila Jones, Clerk of the Board

Contact: Jim Reardon, Board President

Staff Recommendation

It is recommended the Board President recognize Gila Jones, Clerk of the Board.

Following discussion, it is recommended the Board of Trustees adopt Resolution No. 1920-58, Resolution Expressing the Desire of the Board of Trustees that All Teachers Honor Individual Student Requests for Credit/No Credit Grades.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, JUNE 17, 2020, 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

If you wish to register to be a public speaker, please register by clicking [here](#).

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.