

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

October 16, 2019

Closed Session 5:00 p.m.  
Open Session 7:00 p.m.

**AGENDA**

**CLOSED SESSION AT 5:00 P.M.**

**1. CALL TO ORDER**

**2. CLOSED SESSION COMMENTS**

**3. CLOSED SESSION (as authorized by law)**

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Gregory Merwin/Kathy Purcell

Attorney – Ernest Bell

Significant Exposure to Litigation – Five Cases

ADR Case Number 20190726

ADR Case Number 20190819

ADR Case Number 20190820

ADR Case Number 20190912

ADR Case Number 20190830

*(Pursuant to Government Code § 54956.9(d)(2))*

**EXHIBIT A-1**

**EXHIBIT A-2**

**EXHIBIT A-3**

**EXHIBIT A-4**

**EXHIBIT A-5**

**B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Gregory Merwin/Kathy Purcell

Attorney – Ernest Bell

Significant Exposure to Litigation – Three Cases

OAH Case Number 2019050264

OAH Case Number 2019060958

OAH Case Number 2019070234

*(Pursuant to Government Code § 54956.9(d)(1))*

**EXHIBIT B-1**

**EXHIBIT B-2**

**EXHIBIT B-3**

**C. LIABILITY CLAIM**

Clark Hampton

Significant Exposure to Litigation – One Case

Rejection of Government Claim No. 1906367

*(Pursuant to Government Code § 54956.9 (d) (2) or (3))*

**EXHIBIT C-1**

**D. STUDENT READMISSIONS**

Mike Beekman

Two Cases

Case # 2017-054

Case # 2019-033

**EXHIBIT D-1**

**EXHIBIT D-2**

**E. STUDENT EXPULSIONS**

Mike Beekman

Two Cases

Case # 2020-001

Case # 2020-002

**EXHIBIT E-1**

**EXHIBIT E-2**

**F. 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)*

**G. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Tim Brooks

One Case

*(Pursuant to Government Code § 54957)*

**EXHIBIT G-1**

**H. 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**

**Extra Milers**

Harold Ambuehl Elementary School, Hidden Hills Elementary School, Las Flores Middle School, and Capistrano Valley High School are being acknowledged for receiving national recognition in the 2018-2019 school year by the American School Counselor Association (ASCA) as Recognized ASCA Model Programs (RAMP). The RAMP designation identifies schools that are committed to delivering an exemplary comprehensive school counseling program.

Rebecca Pianta, Coordinator of Counseling and Student Services, for championing causes on behalf of the vital services performed by professional school counselors, as well as her efforts in improving the educational system for all children. Rebecca is an award recipient of the 2019 California Association of School Counselors (CASC) Advocate of the Year Award.

**Associated Student Body**

Aliso Niguel High School

Deni Christensen, *Principal*

Meredith Ritner, *Activities Director*

Zohal Noorzayee, *Associated Student Body 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.

## **PUBLIC HEARINGS**

1. **PUBLIC HEARING: RESOLUTION NO. 1920-28, TO CONSIDER THE CONVEYANCE OF AN EASEMENT TO SAN DIEGO GAS & ELECTRIC COMPANY FOR THE PURPOSES OF PROVIDING NECESSARY ELECTRICAL AND COMMUNICATION FACILITIES TO PALISADES ELEMENTARY SCHOOL:** Page 1  
EXHIBIT 1

The Board will conduct a public hearing on adopting Resolution No. 1920-28, Resolution of the Capistrano Unified School District to Authorize Conveyance of an Easement to San Diego Gas and Electric for the purposes of providing necessary electrical and communication facilities to Palisades Elementary School. Supporting documentation is located in Exhibit 11.

***CUSD WIG 3: Facilities – Optimize facilities and learning environments for all student.  
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.

2. **PUBLIC HEARING: TEAMSTERS LOCAL 952 INITIAL PROPOSAL FOR NEGOTIATIONS AND CAPISTRANO UNIFIED SCHOOL DISTRICT'S INITIAL PROPOSAL TO TEAMSTERS LOCAL 952 FOR 2019-2020 NEGOTIATIONS:** Page 10  
EXHIBIT 2

The Board will conduct a public hearing on receiving the Teamsters Local 952 and Capistrano Unified School District's initial proposals for negotiations for the 2019-2020 school year. This public hearing is conducted to meet the sunshining requirements set forth in Government Code § 3547. Supporting documentation information is located in Exhibit 29.

***CUSD WIG 2: Communications – Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions.  
Contact: Tim Brooks, Associate Superintendent, Human Resource 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 this item, and after hearing any speakers, formally close the 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 AND EQUIPMENT:** Page 12  
EXHIBIT 3
- Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$332,962.84 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***

4. **PURCHASE ORDERS, COMMERCIAL WARRANTS AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 16  
**EXHIBIT 4**  
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 \$6,353,722.50 and the commercial warrants total \$22,439,738.55. 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*
5. **INDEPENDENT CONTRACTOR, PROFESSIONAL SERVICES, FIELD SERVICE, AND MASTER CONTRACT AGREEMENTS:** Page 119  
**EXHIBIT 5**  
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 13 new agreements totaling \$508,244 and 6 amendments to existing agreements totaling \$94,735. 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*
6. **CHANGE ORDER NO. 3, BID NO. 1819-14, DANA HILLS HIGH SCHOOL KITCHEN MODERNIZATION PROJECT:** Page 335  
**EXHIBIT 6**  
Approval of Change Order No. 3, Bid No. 1819-14 for the Dana Hills High School Kitchen Modernization Project related to Health Department requirements and additional Americans with Disabilities Act (ADA) adjustments required due to unforeseen site conditions. 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 \$708,008. The new contract sum including Change Order No. 3 is \$776,414.37 funded by the cafeteria fund. With this change order, the project remains under budget.  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
7. **CHANGE ORDER NO. 3, BID NO. 1819-17, PALISADES ELEMENTARY SCHOOL MODERNIZATION PROJECT:** Page 369  
**EXHIBIT 7**  
Approval of Change Order No. 3, Bid No. 1819-17 for the Palisades Elementary School Modernization Project related to unforeseen site conditions, additional design changes, and added scope to the project. 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 \$3,996,000. The new contract sum including Change Order No. 3 is \$4,391,222.13 funded by CFD 98-1A and CFD 98-1B. With this change order, the project remains under budget.  
*Contact: Clark Hampton, Deputy Superintendent, Business and Support Services*
8. **FIRST AMENDMENT TO BID NO. 1516-03, PLUMBING SERVICES - PACIFIC PLUMBING COMPANY OF SANTA ANA:** Page 420  
**EXHIBIT 8**  
Approval of First Amendment to Bid No. 1516-03, Plumbing Services with Pacific Plumbing Company of Santa Ana. Bid No. 1516-03 was awarded to the lowest responsive, responsible bidder on June 24, 2015 for the initial term of July 1, 2015 through June 30, 2016, with optional renewal terms. On June 22, 2016, the Board approved Extension No. 1 through June 30, 2017. On June 7, 2017, the Board approved Extension No. 2 through June 30, 2018. On July 25, 2018, the Board approved the Third Extension through June 30, 2019. On August 21, 2019, the Board approved the Fourth Extension through June 30,

2020. The vendor and District agree to amend the pricing as described in Exhibit A-2 for the period of July 1, 2019 through June 30, 2020. Annual expenditures utilizing this contract are estimated to be \$350,000 funded by the general fund and deferred maintenance. Actual expenditures may vary depending on availability of funds and District needs.

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

9. **SAN DIEGO UNIFIED SCHOOL DISTRICT BID NO. GD19-0545-03, CLASSROOM SCIENCE, TECHNOLOGY, ENGINEERING, ART, AND MATH (STEAM) SUPPLIES – SCHOOL SPECIALTY, INCORPORATED:** Page 441  
**EXHIBIT 9**

Approval to utilize the San Diego Unified School District Bid No. GD19-0545-03 for the purchase of classroom science, technology, engineering, art, and math (STEAM) supplies from School Specialty, Incorporated, under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for STEAM supplies, as needed, by the District. Annual expenditures utilizing this contract are estimated to be \$450,000 funded by various departments, sites, and projects requesting products. Actual expenditures may vary depending on District needs and the availability of funding. 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. Using piggyback contracts saves time and often provides lower prices than a single jurisdiction would be able to obtain. Due to the size of the contract and award, the documentation is posted online on the District's Board Agendas and Supporting Documentation page [here](#).

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

10. **SECOND READING – BOARD POLICY 3554, OTHER FOOD SALES:** Page 444  
**EXHIBIT 10**

Approval of revisions to Board Policy 3554, *Other Food Sales* made to address competitive food and beverage sales relating to fund raising by student, adult, and school organizations. Changes are underlined; deletions are struck through.

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

11. **RESOLUTION NO. 1920-28, RESOLUTION OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT TO AUTHORIZE CONVEYANCE OF AN EASEMENT TO THE SAN DIEGO GAS & ELECTRIC COMPANY FOR THE PURPOSES OF PROVIDING NECESSARY ELECTRICAL AND COMMUNICATION FACILITIES TO PALISADES ELEMENTARY SCHOOL:** Page 449  
**EXHIBIT 11**

Approval of Resolution No. 1920-28 authorizes the conveyance of an easement to San Diego Gas & Electric Company (SDG&E) within Palisades Elementary School to provide necessary electrical and communication facilities. The District has the authority to grant easements pursuant to Education Code § 17556 *et seq.* The Board adopted the related Resolution of Intent on September 18, 2019 for this easement.

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

## **CURRICULUM AND INSTRUCTION**

12. **AGREEMENT WITH ELLEVATION 2019-2020:** Page 459  
**EXHIBIT 12**

Approval of Agreement with Ellevation July 1, 2019 through June 30, 2020 to support improved student outcomes and address compliance requirements by improving the standardization of the English learner reclassification and monitoring of reclassified fluent English proficient student processes. The annual subscription fee of \$51,700 and one-time integration and training cost of \$19,000 will be funded by Title III.

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

13. **AGREEMENT FOR PARTICIPATION WITH THE ART MASTERS LEGACY PROGRAM AT ELEMENTARY SCHOOL SITES IN 2019-2020:** Page 467  
**EXHIBIT 13**

Approval of Agreement for Participation with the Art Masters Legacy Program at Moulton and Marian Bergeson Elementary School sites in 2019-2020. Art Masters Legacy provides services that include art assemblies and hands-on studio art activities for students. Art Masters Legacy teacher-lecturers conduct and present multimedia presentation assemblies using art visuals, images and engrossing stories covering each artist and/or art subject. Later, students get an opportunity to engage in art activities to create their own individual works of art in the manner of the master artist or art subject, using the same styles, techniques, media and disciplines. The total expenditure for these agreements is \$13,729 funded by site and/or gift funds from each participating school site.

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

**14. ADDENDUM TO CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT WITH SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, 2018-2019:** Page 479  
**EXHIBIT 14**

Approval of Addendum to College and Career Access Pathways (CCAP) Partnership Agreement with South Orange County Community College District (SOCCCD). Spanish 10, a Saddleback College course, is currently being offered at San Juan Hills High School (SJHHS). This addendum would add the course to the established CCAP agreement in place with SOCCCD and enable the course to be offered only to SJHHS students as a dual enrollment class. There is no financial impact.

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

**15. AGREEMENT WITH CPR1 FOR MONITORING AND MAINTENANCE OF AUTOMATED EXTERNAL DEFIBRILLATORS:** Page 484  
**EXHIBIT 15**

Approval of the Agreement with CPR1 will enable the ongoing monitoring, testing, maintenance and replacement of Automated External Defibrillators that are purchased through CPR1 and located at school sites. CPR1 will provide this service for a five-year period. The total cost of this service is \$48,015 funded by deferred maintenance funds.

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

**16. ADDENDUM NOS. 01 AND 02 TO STATEMENT OF WORK UNDER THE AGREEMENT FOR USE OF EMERALD COVE OUTDOOR SCIENCE INSTITUTE, FACILITIES, SUPPLIES, EQUIPMENT, AND SERVICES, PUBLIC SCHOOL DISTRICTS, SCHOOL YEAR 2019-2020:** Page 488  
**EXHIBIT 16**

Approval of Addendums Nos. 01 and 02 to Statement of Work under the Agreement for Use of Emerald Cove Outdoor Science (ECOS) Institute, Facilities, Supplies, Equipment, and Services Public School Districts School Year 2019-2020. Trustees approved the original agreement at the July 17, 2019 Board meeting for 12 schools to participate in the Emerald Cove Outdoor Science Institute overnight science camp. Palisades and R.H. Dana Elementary Schools have recently expressed an interest in attending the outdoor science camp. Palisades Elementary School will attend ECOS from February 10 - 13, 2020, with a total cost of \$18,411, and R.H. Dana Elementary School will attend from March 23 – 26, 2020, at a total cost of \$6,498. An addendum to the original agreement is required in order to add this additional request. The total estimated expenditure is \$24,909 funded by gift funds from the school site.

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

**17. AGREEMENT WITH EUREKA:** Page 494  
**EXHIBIT 17**

Approval of the agreement with EUREKA to offer career interest and research resources to District students. This agreement will help students to identify their skills, explore occupations and plan steps they can take to reaching career goal by finding the training they will need and researching financial aid opportunities. Students will also learn valuable job search information to guide them in their efforts. Students are able to share the information with Futureology counselors and others who can support them. The cost of 1,500 licenses is \$1,295 funded by Local Control Funding Formula Supplemental funding reserved for Multi-Tiered Systems of Support.

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

- 18. LOCAL CONTROL ACCOUNTABILITY PLAN PARENT ADVISORY COMMITTEE FOR 2019-2020:** Page 502  
**EXHIBIT 18**
- Approval of the Local Control Accountability Plan (LCAP) Parent Advisory Committee (PAC) members. The Local Control Funding Formula, California's school funding model, requires the development of an LCAP that links spending to specific District goals for student achievement. Districts are held accountable to the specific ways in which money is spent and how those decisions are improving student outcomes. A key aspect of the LCAP process is the engagement of and consultation with specific parent/guardian groups, including representation of students who are English learners, foster-youth and low socio-economic status. One way this is facilitated is through the formation of a PAC. The LCAP PAC will meet regularly to review the sections of the LCAP and provide ongoing input into the monitoring and revision of the LCAP. There is no financial impact.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 19. MEMORANDUM OF UNDERSTANDING WITH SAN DIEGO COUNTY OFFICE OF EDUCATION FOR THE 2019-2020 MIGRANT EDUCATION PROGRAM, REGION 9:** Page 505  
**EXHIBIT 19**
- Approval of renewal of the annual Memorandum of Understanding (MOU) with San Diego County Office of Education for the 2019-2020 Migrant Education Program, Region 9. Authorized through the Every Student Succeeds Act (ESSA), supplemental educational and support services are available to migrant students. Migrant Education Programs target students from migrant families who may have gaps in their schooling due to work schedules and work locations. The goal of this MOU is to outline the partnership and services that will be provided to students within the Migrant Education Program in the District, by the San Diego County's Regional Office of Migrant Education. There is no financial impact.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 20. MEMORANDUM OF UNDERSTANDING WITH ORANGE COUNTY ACADEMY OF SCIENCES AND ARTS, INC.:** Page 518  
**EXHIBIT 20**
- Approval of Memorandum of Understanding (MOU) with Orange County Academy of Sciences and Arts, Inc. On September 18, 2019, the District's Board of Trustees conditionally approved OCASA College Prep's petition for establishment of a new charter school for a five-year term, commencing July 1, 2020, subject to OCASA College Prep's agreement to enter into an MOU addressing the conditions set forth in Resolution No. 1920-25. The District and OCASA College Prep agree that the charter petition shall be deemed approved as modified by the MOU. The terms of the MOU are intended by both the District and OCASA College Prep to become part of the approved charter.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 21. AGREEMENT FOR SERVICES WITH ORANGE COUNTY DEPARTMENT OF EDUCATION TO PROVIDE ECERS ACTIVITIES CENTERS TRAINING:** Page 533  
**EXHIBIT 21**
- Approval of Agreement for services with Orange County Department of Education (OCDE) to provide Early Childhood Environment Rating Scale (ECERS) Activities Centers Training for Early Childhood Programs (ECP) staff. The training provides professional learning opportunities related to state requirements of classroom environment quality. The two-hour training will take place on October 29, 2019. The estimated total expenditure for this agreement is \$500 funded by ECP grant funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 22. AGREEMENT FOR PARTICIPATION WITH THE YMCA OF ORANGE COUNTY LAGUNA NIGUEL TO PROVIDE A PHYSICAL EDUCATION PROGRAM FOR STUDENTS AT TRUMAN BENEDICT ELEMENTARY SCHOOL 2019-2020:** Page 541  
**EXHIBIT 22**

Approval of Agreement for Participation with the YMCA of Orange County Laguna Niguel to provide Physical Education (PE) Programs for students at Truman Benedict Elementary School for the 2019-2020 school year. The YMCA provides supplemental PE lessons that are aligned to the Physical Education Content Standards for California Public Schools. This program supplements the required 100 minutes of PE instruction per week that students must receive per Education Code as well as providing them with rich, engaging and challenging PE instruction. Since 2014-2015, several District schools have successfully partnered with the YMCA to support PE instruction to students. Truman Benedict Elementary School would like to utilize this program for their students in 2019-2020. The total estimated expenditure under this agreement is \$10,700 funded by gift funds.

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

- 23. AGREEMENT WITH ANTI-DEFAMATION LEAGUE AND SAN CLEMENTE HIGH SCHOOL TO OFFER WORLD OF DIFFERENCE INSTITUTE TRAINING PROGRAM:** Page 549  
**EXHIBIT 23**

Approval of the agreement with Anti-Defamation League and San Clemente High School to provide staff with training and coaching on cultural proficiency and strategies to promote positive personal and institutional practices around acceptance and understanding of diversity. The total cost for this partnership is \$6,000 funded by Title IV funds.

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

**HUMAN RESOURCE SERVICES**

- 24. AUTHORIZATION OF COACHES TO PROVIDE FIRST SEMESTER PHYSICAL EDUCATION CREDIT:** Page 557  
**EXHIBIT 24**

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 and have completed a minimum of 20 hours of first-aid instruction, have training on the harmful effects of steroid use, and be 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*

- 25. CLINICAL PRACTICE AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, SAN MARCOS:** Page 559  
**EXHIBIT 25**

Approval of the Clinical Practice Agreement with California State University, San Marcos, effective July 1, 2019 and expiring June 30, 2024. During the school year, teaching credential candidates will work with District teachers to fulfill practicum/fieldwork requirements to earn their teaching credential.

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

- 26. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES:** Page 562  
**EXHIBIT 26**

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*

- 27. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED EMPLOYEES:** Page 622  
**EXHIBIT 27**

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*

**28. SCHOOL COUNSELING UNPAID PRACTICUM AND INTERNSHIP FIELDWORK AGREEMENT WITH CHAPMAN UNIVERSITY:** Page 677  
**EXHIBIT 28**

Approval of the School Counseling Unpaid Practicum and Internship Fieldwork Agreement with Chapman University, effective February 1, 2020 and continuing through July 1, 2025. University students enrolled in a Pupil Personnel Services (PPS) in School Counseling will be paired with a veteran District School Counselor as they complete practicum/fieldwork hours required to earn their PPS credential.

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

**29. BOARD ACTION TO ADOPT DISTRICT’S INITIAL PROPOSAL TO TEAMSTERS LOCAL 952 FOR 2019-2020 NEGOTIATIONS:** Page 684  
**EXHIBIT 29**

Approval of Capistrano Unified School District’s initial proposal to Teamsters Local 952 for 2019-2020 reopener negotiations. As required by Government Code § 3547, after the public has had the opportunity to express itself on the initial proposals, the Board shall adopt its initial proposal.

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

**GENERAL FUNCTIONS**

**30. SCHOOL BOARD MINUTES:** Page 688  
**EXHIBIT 30**

Approval of the October 2, 2019 Special Board Meeting minutes.

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

**DISCUSSION/ACTION ITEMS**

**31. RESOLUTION NO. 1920-29 OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION ON MARCH 3, 2020 WITHIN SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH:** DISCUSSION/  
**ACTION**  
Page 690  
**EXHIBIT 31**

The Board is asked to consider adoption of a Resolution placing a bond measure on the ballot within SFID No. 2 at the March 3, 2020 election. The bond measure is \$120 million to repair, upgrade, and construct school classrooms and buildings in the Southern Region (San Clemente and Palisades Elementary/Capistrano Beach, excluding CFD 90-2 and Improvement Area 2002-1 (Talega)).

*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 adopt Resolution No. 1920-29 of the Board of Trustees of the Capistrano Unified School District Ordering a School Bond Election on March 3, 2020 Within School Facilities Improvement District No. 2 of the Capistrano Unified School District and Authorizing Necessary Actions in Connection Therewith.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**32. RESOLUTION NO. 1920-30 OF THE BOARD OF TRUSTEES OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION ON MARCH 3, 2020 WITHIN SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 3 OF THE CAPISTRANO UNIFIED SCHOOL DISTRICT AND AUTHORIZING NECESSARY ACTIONS IN CONNECTION THEREWITH:**

**DISCUSSION/  
ACTION**  
Page 710  
**EXHIBIT 32**

The Board is asked to consider adoption of a Resolution placing a bond measure on the ballot within SFID No. 3 at the March 3, 2020 election. The bond measure is \$300 million to repair, upgrade, and construct school classrooms and buildings in the Western Region (Aliso Viejo, Laguna Niguel, and Dana Point, excluding Palisades Elementary/Capistrano Beach).

*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 adopt Resolution No. 1920-30 of the Board of Trustees of the Capistrano Unified School District Ordering a School Bond Election on March 3, 2020 Within School Facilities Improvement District No. 3 of the Capistrano Unified School District and Authorizing Necessary Actions in Connection Therewith.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**33. PROPOSITION 39 – THE CLEAN ENERGY JOBS ACT PHASE I AND II SAVINGS UPDATE:**

**INFORMATION/  
DISCUSSION**  
Page 731  
**EXHIBIT 33**

The Board of Trustees will be provided with a presentation on the Proposition 39 – Clean Energy Jobs Act. This presentation includes a brief overview of the project with a focus on Phase I and II savings update.

*CUSD WIG 3: Facilities – Optimize facilities and learning environments for all students.*

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

Staff Recommendation

It is recommended the Board President recognize Clark Hampton, Deputy Superintendent, Business and Support Services, to present information on this item and answer any questions Trustees may have. This is an information item only and no Board action is necessary.

**34. STATE ACCOUNTABILITY LOCAL INDICATORS:**

**DISCUSSION/  
ACTION**  
Page 745  
**EXHIBIT 34**

The state accountability system has Local Control Funding Formula priority areas that meet the criteria established for state indicators. Other remaining priority areas are considered local indicators and require districts to identify a measurement and determine whether they have met or not met each applicable local indicator. The local indicators only apply at the district level, not the school level. Districts use the local indicators to evaluate and report their progress on priority areas. This item will provide an update on each of the local indicator measurements.

*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 local indicator data to be uploaded to the California School Dashboard website by November 1, 2019 for the Fall 2019 release.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**35. SMARTER BALANCED ASSESSMENT RESULTS:**

During Spring 2019, over 25,000 District students in grades 3 through 8 and 11 participated in the Smarter Balanced Assessment (SBA) computerized test as part of the California Assessment of Student Performance and Progress (CAASPP). The assessments measure students’ mastery of the state standards in mathematics and English-language arts/Literacy as well as readiness for college-level work. This item presents a summary of the SBA results.

***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**

**INFORMATION/  
DISCUSSION  
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EXHIBIT 35**

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.

**36. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY ENGLISH 6, GRADE 6:**

Bernice Ayer Middle School has recommended the adoption of the following secondary English 6 supplemental novel for grade 6: *The Boy Who Harnessed the Wind* ©2010 by William Kamkwamba, Puffin Books. This title has been approved by the Instructional Materials Review Committee. Expenditures are estimated at \$5,500 funded by site 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**

**DISCUSSION/  
ACTION  
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EXHIBIT 36**

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 English 6 supplemental novel for grade 6: *The Boy Who Harnessed the Wind* ©2010 by William Kamkwamba, Puffin Books.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**37. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: SECONDARY EXPOSITORY READING AND WRITING, GRADE 12:**

A Districtwide teacher committee has recommended the adoption of the following secondary Expository Reading and Writing supplemental novel for grade 12: *The Curious Incident of the Dog in the Night-Time* ©2004 by Mark Haddon, Vintage Contemporaries/Random House. This title has been approved by the Instructional Materials Review Committee. The estimated cost to implement this adoption is \$40,000

**DISCUSSION/  
ACTION  
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EXHIBIT 37**

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 supplemental novel for grade 12: *The Curious Incident of the Dog in the Night-Time* ©2004 by Mark Haddon, Vintage Contemporaries/Random House.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**38. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: DISCUSSION/  
ASSOCIATED STUDENT BODY, GRADE 9-11: ACTION**

Dana Hills High School has recommended the adoption of the following Associated Student Body text for grade 9-11: *Good to Great* ©2001 Collins Business/HarperCollins Publishing. This title has been approved by the Instructional Materials Review Committee. Expenditures are estimated at \$850 funded by site funds.

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**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.***

**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 *Good to Great*, ©2001 Collins Business/HarperCollins Publishing, for ASB, grade 9-11.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS  
WEDNESDAY, NOVEMBER 20, 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](http://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.*