

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

March 4, 2020

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

AGENDA

CLOSED SESSION AT 5:00 P.M.

1. **CALL TO ORDER**
2. **CLOSED SESSION COMMENTS**
3. **CLOSED SESSION** (as authorized by law)
 - A. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
Tim Brooks
Two Cases
(Pursuant to Government Code § 54957)
 - B. **CHALLENGE TO STUDENT RECORDS**
Susan Holliday
Attorney – Anthony De Marco/Sara Young
Case # 3372
(Pursuant to Education Code §49070(c))

EXHIBIT A-1
EXHIBIT A-2

EXHIBIT B-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 6:00 P.M.

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

REPORT ON CLOSED SESSION ACTION

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.

CURRICULUM AND INSTRUCTION

1. **2019-2020 ACADEMIC AGREEMENT – IRVINE RANCH OUTDOOR EDUCATION CENTER:**
Approval of the 2019-2020 Academic Agreement event contracts with Irvine Ranch Outdoor Education Center to provide an overnight outdoor science school trip aligned with grade level science standards.

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EXHIBIT 1

Clarence Lobo, Canyon Vista, and Del Obispo Elementary Schools would like to utilize this program for their fifth grade students. The estimated total expenditure under these contracts is \$70,200, funded by Title I, gift and/or site funds from each school site.

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

GENERAL FUNCTIONS

2. SCHOOL BOARD MINUTES:

Approval of the February 19, 2020 Regular Board Meeting Minutes.

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

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EXHIBIT 2

DISCUSSION/ACTION ITEMS

3. CERTIFICATION OF THE 2019-2020 SECOND INTERIM FINANCIAL REPORT:

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

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

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

**DISCUSSION/
ACTION**

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EXHIBIT 3

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve the Certification of the 2019-2020 Second Interim Financial Report.

Motion by _____ Seconded by _____

4. 2020 BALLOT FOR CALIFORNIA SCHOOL BOARDS ASSOCIATION DELEGATE ASSEMBLY REGION 15:

The California School Boards Association (CSBA) accepts nominations for their Delegate Assembly and calls upon each school district to take action to cast a vote. The Board may vote for up to the number of vacancies in Region 15 as indicated on the ballot whereby there are seven openings for this delegation. Trustee Martha McNicholas is one of two Delegates to CSBA for the District. Elected Delegates will serve a two-year term beginning April 1, 2020 – March 31, 2022. Trustee McNicholas is requesting that the Board take action and vote for the following candidates listed below, incumbents are denoted with an asterisk:

Lauren Brooks (Irvine USD)*

Lynn Davis (Tustin USD)*

Candice Kern (Cypress ESD)*

Shari Kowalke (Huntington Beach City SD)*

Kathy Moffat (Orange USD)

Michael Simons (Huntington Beach Union HSD)*

Sharon Wallin (Irvine USD)*

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

Contact: *Martha McNicholas, Board of Trustees*

**DISCUSSION/
ACTION**

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EXHIBIT 4

Staff Recommendation

It is recommended the Board President recognize Trustee Martha McNicholas, to present this item.

Following discussion, it is recommended the Board of Trustees vote to approve Trustee McNicholas' recommendation to cast the Board's vote for the above-named candidates on the 2020 Ballot for CSBA Delegate Assembly Region 15.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, MARCH 18, 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

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.