

CAPISTRANO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
July 17, 2019  
EDUCATION CENTER – BOARD ROOM

President Jones called the meeting to order at 5:02 p.m.

**Call to Order/  
Adjourn to Closed  
Session  
Closed Session  
Comments**

The Board recessed to closed session to discuss: Conference with Legal Counsel – Anticipated Litigation; Conference with Legal Counsel – Existing Litigation; Liability Claim; Student Readmissions; Student Expulsions; Student Expungement; Public Employee Discipline/Dismissal/Release; and Public Employee Employment/Appointment; and Conference with Labor Negotiators.

The regular meeting of the Board of Trustees was called to order by President Gila Jones at 7:09 p.m.

**ROLL CALL:**

Present: Trustees Bullockus, Holloway, Jones, McNicholas, Pritchard and Reardon.

Absent: Trustee Hanacek

The Pledge of Allegiance was led by Michele Ploessel-Campbell.

**Pledge of  
Allegiance  
Permanent Record**

**The Board meeting discussion related to each of the items on the public agenda is on file in the Superintendent’s office as a matter of the permanent record. An audio recording of the meeting is available on the District website: [www.capousd.org](http://www.capousd.org)**

It was moved by Trustee McNicholas seconded by Trustee Reardon and motion carried by a 6-0-1 roll call vote to adopt the Regular Board agenda.

**Adoption of the  
Board Agenda**

AYES: Trustees Bullockus, Holloway, Jones, McNicholas, Pritchard and Reardon  
NOES: None  
ABSENT: Trustee Hanacek

President Jones asked Colleen Hayes, Manager II - Board Operations/ Superintendent’s Office to read the report out of closed session:

**President’s Report  
from Closed  
Session Meeting**

**Agenda Item #3A– Conference with Legal Counsel – Anticipated Litigation**  
Significant Exposure to Litigation – One Case  
Trustees voted 6-0-1 to approve staff recommendation.

Significant Exposure to Litigation – Three Cases  
Trustees voted 5-2-0 to approve the staff recommendation on the following cases:  
ADR Case Number 20190507  
ADR Case Number 20190517  
ADR Case Number 20190528

**Agenda Item #3B – Conference with Legal Counsel – Existing Litigation**  
Significant Exposure to Litigation – Three Cases

Trustees voted 4-0-2-1 with Trustee recusal to approve the staff recommendation on the following cases:  
OAH Case Number 2019040237

Trustees voted 6-0-1 to approve staff recommendation on:  
OAH Case Number 2019040840  
OAH Case Number 2019050458

**Agenda Item #3C – Liability Claims**

Trustees voted 6-0-1 to approve staff recommendation on:  
Rejection of Government Claim No. 1805868

**Agenda Item #3D – Student Readmissions**

Trustees voted 6-0-1 to approve staff recommendations on the following cases:

- Case # 2019-002
- Case # 2019-006
- Case # 2019-015
- Case # 2019-022
- Case # 2019-031

**Agenda Item #3E – Student Expulsions**

Trustees voted 6-0-1 to approve staff recommendations on the following cases:

- Case # 2019-072
- Case # 2019-075
- Case # 2019-055

**Agenda Item #3F – Student Expungement**

Trustees voted 6-0-1 to approve staff recommendation on:  
Case # 2019-028

**Agenda Item #3G – Public Employee Discipline/Dismissal/Release**

Trustees voted 6-0-1 to approve staff recommendation.

**Agenda Item #3H– Public Employee Employment/Appointment**

Trustees voted 6-0-1 to approve staff recommendation to appoint the following positions:

Antoinette McManigal, appointed Elementary Principal, assigned to Harold Ambuehl Elementary School for the 2019-2020 school year.

Michael Brandt appointed Elementary Principal, assigned to Truman Benedict Elementary School for the 2019-2020 school year.

Judith Murphine appointed Middle School Principal, assigned to Fred Newhart Middle School for the 2019-2020 school year.

**Agenda Item #3I – Conference with Labor Negotiators**

No reportable action.

Superintendent Vital reported on the various activities at our sites in the past weeks.

The following speakers addressed the Board:

- *Kapil Mathur spoke regarding OCASA College Prep*
- *Elaine Rutkowski spoke regarding “Senior Assassins game”*

**Board and  
Superintendent  
Comments  
Oral  
Communications**

- *Dawn Urbanek spoke regarding Citizen's Request to place an item on the August 21, 2019 agenda*

### CONSENT CALENDAR

### 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, staff, or the public 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.

The following speakers addressed the Board:

- *Kristen Okura spoke regarding items 20 and 30 regarding agreement of participation with YMCA programs*
- *Jake Jerome spoke regarding items 20 and 30 regarding the agreement of participation with the YMCA*
- *Dawn Urbanek spoke regarding items 1, 2, and 3*

President Gila Jones asked Trustees for items they wished to pull from the Consent Calendar. Item 37 was pulled by staff to allow for Trustee recusal. Item 9, item 20 and item 33 was pulled by Trustees.

It was moved by Trustee McNicholas, seconded by Trustee Reardon, motion carried by a 6-0-1 Roll Call vote to approve the following Consent Calendar with the exception of items 9, 20, 33, and 37.

AYES: Trustees Bullockus, Holloway, Jones, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: Trustee Hanacek

Approval of donations of funds and equipment.

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2).

Approval of the District standardized Independent Contractor, Professional Services, Field Service and Master Contract agreements.

Staff pulled the following contracts:

*Contract No. ICA 1920100 with Animal Pest Management Services.*  
*Contract No. ICA 1920101 with Western Exterminator Company.*  
*Contract No. PSA 1920106 with Dannis Woliver Kelley.*

Approval of a boundary adjustment for Capistrano Valley High School and San Juan Hills High School.

**Donation of Funds  
and Equipment  
Agenda Item 1  
Purchase Orders,  
Commercial  
Warrants and  
Previously Board-  
Approved Bids  
and Contracts  
Agenda Item 2  
Independent  
Contractor,  
Professional  
Services, Field  
Service, and  
Master Contract  
Agreements  
Agenda Item 3  
Boundary  
Adjustments for  
Capistrano Valley  
High School and**

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**San Juan Hills  
High School  
Agenda Item 4  
Agenda Item 5**

Pulled by Staff

Approval of Change Order No. 1, Bid No. 1819-20 for the Capistrano Valley High School Turf Replacement, Capistrano Valley High School Softball Scoreboard, and San Clemente High School Softball Scoreboard Project related to field design changes requested by the site at Capistrano Valley High School.

**Change Order No.  
1, Bid No. 1819-  
20, Capistrano  
Valley High  
School Turf  
Replacement,  
Capistrano Valley  
High School  
Softball  
Scoreboard, and  
San Clemente  
High School  
Softball  
Scoreboard  
Project**

Approval of Second Extension of Bid No. 1718-01, Electrical Supplies and Materials with Consolidated Electrical Distributors, Incorporated. Bid No. 1718-01 was awarded to the lowest responsive, responsible bidder on June 28, 2017 for the initial term of July 1, 2017 through June 30, 2018, with optional renewal terms.

**Agenda Item 6  
Second Extension  
of Bid No. 1718-  
01, Electrical  
Supplies and  
Materials –  
Consolidated  
Electrical  
Distributors,  
Incorporated  
Agenda Item 7**

Approval of Second Extension of Request for Proposals (RFP) No. 3-1617, Learning Management Systems with School Loop.

**Second Extension  
of Request for  
Proposals No. 3-  
1617, Learning  
Management  
System – School  
Loop**

Approval of Fourth Extension of Bid No. 1516-08, Districtwide Roof Assessment and Preventative Roof Maintenance with Weatherproofing Technologies, Incorporated.

**Agenda Item 8  
Fourth Extension  
of Bid No. 1516-  
08, Districtwide  
Roof Assessment  
And Preventative  
Roof Maintenance**

Approval of the Final Acceptance and filing of the Notice of Completion for Energy Audit Services related to Resolution No. 1718-19, Energy Services Contract with Schneider Electric.

**Weatherproofing  
Technologies,  
Incorporated  
Agenda Item 10  
Final Acceptance  
and Filing of  
Notice of**

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Approval of a Memorandum of Understanding for the District’s participation in the federally mandated direct certification matching of District students to determine eligibility for free and reduced-price meals within the National School Lunch and School Breakfast Program at the local level.

Approval to utilize the State of California Multiple Award Schedule (CMAS) Contract No. 3-19-84-0057B, General Services Administration Schedule No. GS-07F-225CA, and any subsequent revisions, amendments, and extensions awarded to ASSI Security, Incorporated, for the purchase, warranty, installation, and maintenance of security systems, fire alarm systems, physical access control systems, facility management systems, locking devices, and related products and services as needed by the District.

Approval of Resolution No. 1920-05 authorizes the District to participate in a Temporary Transfer Agreement for the 2019-2020 and subsequent fiscal years.

Approval of the SchoolMessenger Renewal Authorization with West Interactive to utilize the SchoolMessenger system for community and parent communication through email, automated phone calls, and push messages through the District app.

**Completion for  
Energy Audit  
Services Relating  
to Resolution No.  
1718-19, Energy  
Services Contract  
– Schneider  
Electric Buildings  
Americas, Inc.  
Agenda Item 11  
Memorandum of  
Understanding  
with the County of  
Orange Social  
Services Agency  
for the Provision  
of Free School  
Meals Direct  
Certification  
Program  
Agenda Item 12  
State of California  
Multiple Award  
Schedule Contract  
No. 3-19-84-0057b,  
General Services  
Administration  
Schedule No. GS-  
07F-225CA,  
Purchase,  
Warranty,  
Installation, and  
Maintenance of  
Security Systems,  
Fire Alarm  
Systems, Physical  
Access Control  
Systems, Facility  
Management  
Systems, and  
Locking Devices –  
ASSI Security,  
Incorporated  
Agenda Item 13  
Resolution No.  
1920-05,  
Temporary  
Transfer  
Agreement  
Agenda Item 14  
SchoolMessenger  
Renewal  
Authorization –**

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Approval of the ratified Amendment No. 3 Extension of License Agreement with YMCA of Orange County (YMCA) at Crown Valley Elementary School dated June 23, 2016.

**West Interactive  
Services  
Corporation  
Agenda Item 15  
Amendment No. 3  
Extension of  
License  
Agreement with  
YMCA of Orange  
County at Crown  
Valley Elementary  
School**

Approval of Agreement Number 48315 with the Orange County Superintendent of Schools (County) will enable the District to partner with county staff to provide professional development to District teachers.

**Agenda Item 16  
Agreement  
Number 48315  
With The Orange  
County  
Superintendent of  
Schools**

Approval of Agreement with the Orange County Department of Education (OCDE) to provide professional development for teachers in Transitional Kindergarten (TK) – Grade 5 at Hidden Hills Elementary School for the 2019-2020 school year.

**Agenda Item 17  
Agreement with  
the Orange  
County  
Department of  
Education to  
Provide  
Professional  
Development for  
Teachers in  
Transitional  
Kindergarten-  
Grade 5 at Hidden  
Hills Elementary  
School for the  
2019-2020 School  
Year**

Approval of the Agreement with Assistance League of Saddleback Valley beginning June 1, 2019 through June 1, 2022 to provide the following philanthropic program to students at 12 elementary schools in the District.

**Agenda Item 18  
Agreement with  
Assistance League  
of Saddleback  
Valley**

Approval of Memorandum of Understanding (MOU) with Big Brothers Big Sisters of Orange County 2019-2020.

**Agenda Item 19  
Memorandum of  
Understanding  
with Big Brothers  
Big Sisters of  
Orange County  
2019-2020**

Approval of Fourth Amended Joint Powers Agreement (JPA) with, the District, Laguna Beach Unified School District (LBUSD) and College and Career Advantage (CCA) program will clarify the roles and responsibilities between the three entities.

**Agenda Item 21  
Fourth Amended  
Joint Powers  
Agreement with  
Laguna Beach**

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Approval of Memorandum of Understanding (MOU) with College and Career Advantage (CCA) regarding the Executive Director of CCA will clarify the District's oversight of CCA.

Approval of the six comprehensive high school principals as league representatives to the California Interscholastic Federation (CIF) for 2019-2020.

Approval of Memorandum of Understanding (MOU) with California Connections Academy Southern California (CalCA SoCal).

Approval of Agreement for Services with Conversa 2019-2020 to provide Spanish language instruction to students at Carl Hankey International Baccalaureate (IB) Academy.

Approval of New Secondary Course, Academic Language Development 2. The following high school course is proposed for the 2019-2020 course catalog in accordance with Board Policy 6143, *Courses of Study*.

Approval of the Agreement For Use of Emerald Cove Outdoor Science Institute Facilities, Supplies, Equipment, and Services Public School Districts School Year 2019-2020 to provide a program and classes in outdoor science and environmental education.

**Unified School  
District and  
College and  
Career Advantage  
Agenda Item 22  
Memorandum of  
Understanding  
with College and  
Career Advantage  
Regarding the  
Executive Director  
of College and  
Career Advantage  
Agenda Item 23  
California  
Interscholastic  
Federation  
Representatives  
Agenda Item 24  
Memorandum of  
Understanding  
With California  
Connections  
Academy  
Southern  
California  
Agenda Item 25  
Agreement for  
Services with  
Conversa to  
Provide Spanish  
Language  
Instruction at  
Carl Hankey K-5  
International  
Baccalaureate  
Academy in 2019-  
2020  
Agenda Item 26  
Broadening the  
Course of Study –  
New Secondary  
Course, Academic  
Language  
Development 2  
Agenda Item 27  
Agreement for use  
of Emerald Cove  
Outdoor Science  
Institute Facilities,  
Supplies,  
Equipment and  
Services Public**



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**School Districts  
School Year 2019-  
2020**

Approval of Home Campus Service Contract to provide District student athletes and school administrators the ability to communicate with the California Interscholastic Federation.

**Agenda Item 28  
Home Campus  
Service Contract**

Approval of Memorandum of Understanding with Laura's House July 1, 2019 through June 30, 2022 to outline the collaborative work between Las Palmas, Marblehead and Palisades Elementary Schools, Bernice Ayer Middle School, and San Clemente High School and Laura's House regarding student enrollment, legal documents, and contacts to support confidentiality, safety, and communication to provide assistance to victims of domestic violence.

**Agenda Item 29  
Memorandum of  
Understanding  
with Laura's  
House 2019-2022  
Agenda Item 30**

Approval of the Partnership with Orange County (OC) Human Relations and San Juan Hills High School (SJHHS) to offer the Bridges program will enable students, staff, and parents to receive support and coaching as they seek to create a campus where all people feel safe, respected, and connected.

**Partnership with  
Orange County  
Human Relations  
and San Juan  
Hills High School  
to Offer Bridges  
Program**

Approval of the Agreement with The College Blueprint beginning July 1, 2019 through June 30, 2020 to provide college planning and guidance to American Indian students in grades 9 through 12 participating in the Indian Education Formula Grant program and to provide college planning, guidance and college entrance test preparation to select students in grades 11 and 12 from low-income households.

**Agenda Item 31  
Agreement with  
The College  
Blueprint  
Agenda Item 32**

Approval of the School-Based Medi-Cal Administrative Activities (SMAA) Participation Agreement No. 48039 with the Orange County Superintendent of Schools to provide administrative services and required oversight related to Medi-Cal SMAA program reimbursement.

**School-Based  
Medi-Cal  
Administrative  
Activities  
Participation  
Agreement -  
Orange County  
Superintendent of  
Schools**

Approval of the Memorandum of Understanding with the Orange County Superintendent of Schools will allow Orange County Department of Education (OCDE) to provide special education programs and services for eligible District students from July 1, 2019 through June 30, 2020.

**Agenda Item 34  
Memorandum of  
Understanding  
with the Orange  
County  
Superintendent of  
Schools**

Approval of the appointment of Steve Burke, Meredith Chillemi, Claudia Ginsberg-Brown, Veronica Hoggatt, Lani Lewis, Janette Morey, Kimber Smith, and Malissa Watson to serve as a Community Advisory Committee (CAC) voting member for the 2019 and 2020 fiscal years.

**Agenda Item 35  
Members of  
Special Education  
Local Plan Area  
Community  
Advisory  
Committee**

Approval of the activity list for employment, separation and additional assignments of certificated employees.

**Agenda Item 36  
Resignations/  
Retirements/  
Employment -**



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Approval of the activity list for employment, separation and additional assignments of classified employees.

Approval of the June 26, 2019 Regular Board Meeting minutes.

Approval of Third Extension of Bid No. 1516-24, Service to Collect, Recycle, and Dispose of Solid Waste Districtwide with CR&R, Incorporated.

It was moved by Trustee McNicholas and seconded by Trustee Holloway to approve Third Extension of Bid No. 1516-24, Service to Collect, Recycle, and Dispose of Solid Waste Districtwide with CR&R, Incorporated. The motion carried by a 6-0-1 vote.

Approval of the Agreement for Participation with the YMCA of Orange County Laguna Niguel, to Provide a Physical Education (P.E.) Noontime Sports Program for Students at Oak Grove Elementary School.

It was moved by Trustee McNicholas and seconded by Trustee Holloway to approve the Agreement for Participation with the YMCA of Orange County Laguna Niguel, to Provide a Physical Education (P.E.) Noontime Sports Program for Students at Oak Grove Elementary School. The motion carried by a 6-0-1 vote.

Approval of Agreement for Participation with the YMCA of Orange County Laguna Niguel to provide Physical Education (P.E.) Programs for students at Concordia, Laguna Niguel, and Marblehead Elementary Schools for the 2019-2020 school year.

It was moved by Trustee McNicholas and seconded by Trustee Holloway to approve the Agreement for Participation with the YMCA of Orange County Laguna Niguel to provide Physical Education (P.E.) Programs for students at Concordia, Laguna Niguel, and Marblehead Elementary Schools for the 2019-2020 school year. The motion carried by a 6-0-1 vote.

President Jones recognized Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

**Certificated  
Employees  
Agenda Item 38  
Resignations/  
Retirements/  
Employment -  
Classified  
Employees  
Agenda Item 39  
School Board  
Minutes  
Agenda Item 40  
Third Extension  
of Bid No. 1516-  
24, Service to  
Collect, Recycle,  
and Dispose of  
Solid Waste  
Districtwide –  
CR&R,  
Incorporated  
Agenda Item 9  
Agreement for  
Participation with  
the YMCA of  
Orange County  
Laguna Niguel, to  
Provide a Physical  
Education  
Noontime Sports  
Program for  
Students at Oak  
Grove Elementary  
School 2019-2020  
Agenda Item 20  
Agreement for  
Participation with  
the YMCA of  
Orange County  
Laguna Niguel to  
Provide a Physical  
Education  
Program for  
Students at  
Concordia,  
Laguna Niguel,  
and Marblehead  
Elementary  
Schools 2019-2020  
Agenda Item 33  
Resolution No.  
1920-02,  
Resolution of the**

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It was moved by Trustee Reardon and seconded by Trustee Holloway to adopt Resolution No. 1920-02, Resolution of the Board of Trustees of the Capistrano Unified School District Acting as the Legislative Body of Community Facilities District No. 98-2 of the Capistrano Unified School District (Ladera) Authorizing the Issuance of the 2019 Subordinate Special Tax Refunding Bonds in an Aggregate Principal Amount Not-to-Exceed Seventy-Four Million Dollars (\$74,000,000) and Approving Certain Documents and Taking and Approving Certain Other Actions in Connection Therewith. The motion carried 6-0-1 by a roll call vote.

AYES: Trustees Bullockus, Holloway, Jones, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: Trustee Hanacek

**Board of Trustees  
of the Capistrano  
Unified School  
District Acting as  
the Legislative  
Body of  
Community  
Facilities District  
No. 98-2 of the  
Capistrano  
Unified School  
District (Ladera)  
Authorizing the  
Issuance of the  
2019 Subordinate  
Special Tax  
Refunding Bonds  
in an Aggregate  
Principal Amount  
Not to Exceed  
Seventy-Four  
Million Dollars  
(\$74,000,000) and  
Approving  
Certain  
Documents and  
Taking and  
Approving  
Certain Other  
Actions in  
Connection  
Therewith  
Agenda Item 41  
Resolution No.  
1920-03 of the  
Board of Trustees  
of the Capistrano  
Unified School  
District of  
Intention to Form  
a School Facilities  
Improvement  
District (SFID No.  
2 – “Southern  
Region”)  
Agenda Item 42**

President Jones recognized Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

The following speakers addressed the Board:

- *Dawn Urbanek spoke regarding Southern SFID*

Staff clarified the boundary for this SFID does not include any portion of the City of San Juan Capistrano.

It was moved by Trustee Reardon and seconded by Trustee Holloway to adopt Resolution No. 1920-03 of the Board of Trustees of the Capistrano Unified School District of Intention to Form a School Facilities Improvement District (SFID No. 2 – “Southern Region”). The motion carried 6-0-1 by a roll call vote.

AYES: Trustees Bullockus, Holloway, Jones, McNicholas,  
Pritchard and Reardon  
NOES: None  
ABSENT: Trustee Hanacek

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President Jones recognized Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

**Resolution No. 1920-04 of the Board of Trustees of the Capistrano Unified School District of Intention to Form a School Facilities Improvement District (SFID No. 3 – “Western Region”)**  
**Agenda Item 43**

The following speakers addressed the Board:

- *Dawn Urbanek spoke regarding the Western SFID*

It was moved by Trustee Reardon and seconded by Trustee Bullockus to adopt Resolution No. 1920-04 of the Board of Trustees of the Capistrano Unified School District of Intention to Form a School Facilities Improvement District (SFID No. 3 – “Western Region”), without the area of Laguna Woods. The motion carried 6-0-1 by a roll call vote.

AYES: Trustees Bullockus, Holloway, Jones, McNicholas, Pritchard and Reardon  
NOES: None  
ABSENT: Trustee Hanacek

President Jones recognized Susan Holliday, Associate Superintendent, Education Services, to present this item.

**Presentation on the Textbook and Technology Adoption Plan**  
**Agenda Item 44**

This is an information item only and no Board action is necessary.

President Jones recognized Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

**First Reading – Board Policy 3550, Food**

Trustees gave direction to staff to bring back Board Policy 3550, Food Service/Child Nutrition Program on the consent calendar at the August 21, 2019 Board meeting.

**Service/Child Nutrition Program**  
**Agenda Item 45**

President Jones recognized Clark Hampton, Deputy Superintendent, Business and Support Services, to present this item.

**First Reading – Board Policy 3551, Food Service**

Trustees gave direction to staff to bring back Board Policy 3551, Food Service/Child Nutrition Program on the consent calendar at the August 21, 2019 Board meeting.

**Operations/ Cafeteria Fund**  
**Agenda Item 46**

President Jones recognized Gregory Merwin, Associate Superintendent, Student Support Services, to present this item.

**Master Contract with New Vista School For 2019-**

It was moved by Trustee Holloway and seconded by Trustee McNicholas to approve Master Contract with New Vista School for 2019-2020. The motion carried 5-0-1-1 with Trustee Reardon recusing himself.

**2020**  
**Agenda Item 37**

AYES: Trustees Bullockus, Hanacek, Holloway, Jones, McNicholas, and Pritchard  
NOES: None  
ABSENT: Trustee Hanacek  
RECUSSAL: Trustee Reardon

Trustee Reardon left the meeting.

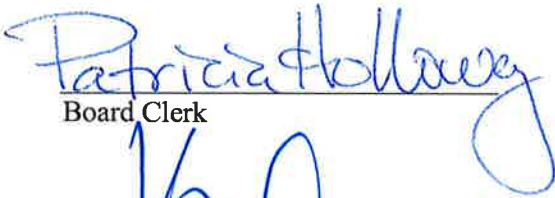
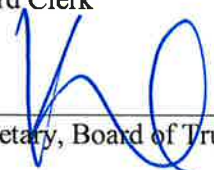
It was moved by Trustee McNicholas and seconded by Trustee Holloway to adjourn the meeting, motion carried 5-0-2.

**Adjournment**

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AYES: Trustees Bullockus, Holloway, Jones, McNicholas,  
Pritchard  
NOES: None  
ABSENT: Trustees Hanacek and Reardon

President Jones announced the meeting adjourned at 9:21p.m.

  
Board Clerk  
  
Secretary, Board of Trustees

*Minutes submitted by Colleen Hayes, Manager II, Superintendent's Office*