

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

July 17, 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

Susan Holliday

Significant Exposure to Litigation – One Case
(Pursuant to Government Code § 54956.9(d)(2))

EXHIBIT A-1

Gregory Merwin/Kathy Purcell

Attorney – Ernest Bell

Significant Exposure to Litigation – Three Cases

ADR Case Number 20190507

ADR Case Number 20190517

ADR Case Number 20190528

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

EXHIBIT A-2

EXHIBIT A-3

EXHIBIT A-4

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Gregory Merwin/Kathy Purcell

Attorney – Ernest Bell

Significant Exposure to Litigation – Three Cases

OAH Case Number 2019040237

OAH Case Number 2019040840

OAH Case Number 2019050458

(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. 1805868

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

EXHIBIT C-1

D. STUDENT READMISSIONS

Mike Beekman

Five Cases

Case # 2019-002

Case # 2019-006

Case # 2019-015

Case # 2019-022

Case # 2019-031

EXHIBIT D-1

EXHIBIT D-2

EXHIBIT D-3

EXHIBIT D-4

EXHIBIT D-5

E. STUDENT EXPULSIONS

Mike Beekman
Three Cases
Case # 2019-072
Case # 2019-075
Case # 2019-055

EXHIBIT E-1
EXHIBIT E-2
EXHIBIT E-3

F. STUDENT EXPUNGEMENT

Mike Beekman
One Case
Case # 2019-028

EXHIBIT F-1

G. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Tim Brooks
One Case
(Pursuant to Government Code § 54957)

EXHIBIT G-1

H. PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT

Tim Brooks
Principal, Elementary School
Principal, Middle School
(Pursuant to Government Code § 54957)

I. 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)

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.

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

1. DONATION OF FUNDS:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$692,467.63 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash have no financial impact on the budget. The District does not guarantee maintenance of items or the expenditure of any District funds for continued use.

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

Page 1

EXHIBIT 1

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

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The expenditures related to the listed purchase orders and commercial warrants included in this item were previously authorized as part of the District's budget approval process. The purchase orders total \$8,863,939.37 and the commercial warrants total \$17,742,615.56. 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

Page 10

EXHIBIT 2

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

Approval of the District standardized Independent Contractor, Professional Services, Field Service and Master Contract agreements. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows 87 new agreements totaling \$12,563,261.04 and 9 amendments to existing agreements totaling \$99,475. 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

Page 143

EXHIBIT 3

4. BOUNDARY ADJUSTMENTS FOR CAPISTRANO VALLEY HIGH SCHOOL AND SAN JUAN HILLS HIGH SCHOOL:

Approval of a boundary adjustment for Capistrano Valley High School and San Juan Hills High School. A development of homes in the city of San Juan Capistrano along Old San Juan Road was built after the boundaries were established for Capistrano Valley High School and San Juan Hills High School. The current high school boundary cuts directly through two homes in the neighborhood. The high school boundary is being adjusted to allow the entire development to be in the San Juan Hills High School boundary.

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

Page 512

EXHIBIT 4

5. PULLED BY STAFF

Page 516

EXHIBIT 5

6. 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 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.

Page 523

EXHIBIT 6

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 \$1,864,500. The new contract sum including Change Order No. 1 is \$1,914,856 funded by deferred maintenance. With this change order, the project continues to remain under budget.

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

7. SECOND EXTENSION OF BID NO. 1718-01, ELECTRICAL SUPPLIES AND MATERIALS – CONSOLIDATED ELECTRICAL DISTRIBUTORS, INCORPORATED: Page 533
EXHIBIT 7

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. On July 25, 2018, the Board approved the First Extension through June 30, 2019. The vendor agrees to extend the proposed extension at the same pricing under the initial bid award term as provided in Exhibit 2 for the proposed renewal period of July 1, 2019 through June 30, 2020. Annual expenditures utilizing this contract are estimated to be \$200,000 funded by the general fund. Actual expenditures may vary depending on availability of funds and District needs.

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

8. SECOND EXTENSION OF REQUEST FOR PROPOSALS NO. 3-1617, LEARNING MANAGEMENT SYSTEM – SCHOOL LOOP: Page 549
EXHIBIT 8

Approval of Second Extension of Request for Proposals (RFP) No. 3-1617, Learning Management Systems with School Loop. RFP 3-1617 was awarded on April 19, 2017 for an initial term of July 1, 2017 through June 30, 2018 with optional renewal terms. On August 22, 2018, the Board approved the First Extension through June 30, 2019. The vendor agrees to extend the proposed extension, at the pricing described in Exhibit A-1 for the proposed renewal period of July 1, 2019 through June 30, 2020. Annual expenditures utilizing this contract are estimated to be \$114,399.96 funded by the general fund. Actual expenditures may vary depending on availability of funds and District needs.

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

9. THIRD EXTENSION OF BID NO. 1516-24, SERVICE TO COLLECT, RECYCLE, AND DISPOSE OF SOLID WASTE DISTRICTWIDE – CR&R, INCORPORATED: Page 568
EXHIBIT 9

Approval of Third Extension of Bid No. 1516-24, Service to Collect, Recycle, and Dispose of Solid Waste Districtwide with CR&R, Incorporated. Bid No. 1516-24 was awarded to the lowest responsive, responsible bidder on May 25, 2016 for an initial term of July 1, 2016 through June 30, 2017 with optional renewal terms. On May 24, 2017, the Board approved Extension No. 1 through June 30, 2018. On July 25, 2018, the Board approved the Second Extension through June 30, 2019.

The contractor agrees to maintain the pricing as described in Exhibit A-2 for the renewal period of July 1, 2019 through June 30, 2020. Annual expenditures utilizing this contract are estimated to be \$300,000 funded by the general fund. Actual expenditures may vary depending on availability of funds and District needs.

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

10. FOURTH EXTENSION OF BID NO. 1516-08, DISTRICTWIDE ROOF ASSESSMENT AND PREVENTATIVE ROOF MAINTENANCE – WEATHERPROOFING TECHNOLOGIES, INCORPORATED: Page 581
EXHIBIT 10

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

Bid No. 1516-08 was awarded to the lowest responsive, responsible bidder on September 9, 2015 for the initial term of September 10, 2015 through September 9, 2016, with optional renewal terms. On August 17, 2016 the Board approved Extension No. 1 through September 9, 2017. On September 13, 2017, the Board approved Extension No. 2 through September 9, 2018. On October 10, 2018, the Board approved the Third Extension through June 30, 2019. The vendor agrees to extend the proposed extension, at the same pricing under the initial award term as provided in Exhibit 2 for the proposed renewal period of September 10, 2019 through September 8, 2020. Annual expenditures utilizing this contract are estimated to be \$250,000 funded by deferred maintenance. Actual expenditures may vary depending on availability of funds and District needs.

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

- 11. FINAL ACCEPTANCE AND FILING OF NOTICE OF COMPLETION FOR ENERGY AUDIT SERVICES RELATING TO RESOLUTION NO. 1718-19, ENERGY SERVICES CONTRACT – SCHNEIDER ELECTRIC BUILDINGS AMERICAS, INC.:** Page 605
EXHIBIT 11

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. In order to obtain legal protection from undisclosed and unknown potential lien claimants, Notice of Completion is required. All work has been inspected and completed to the satisfaction of staff. The project was funded by Proposition 39 funds.

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

- 12. MEMORANDUM OF UNDERSTANDING WITH THE COUNTY OF ORANGE SOCIAL SERVICES AGENCY FOR THE PROVISION OF FREE SCHOOL MEALS DIRECT CERTIFICATION PROGRAM:** Page 609
EXHIBIT 12

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. The Food and Nutrition Services and Technology and Information Services departments currently work with the state of California on a monthly basis to match directly certified students free and reduced-price meal eligibility, also known as the Local Control Funding Formula unduplicated count. The District has the opportunity to collaborate with Orange County Social Services Agency to supplement the monthly state match and potentially capture more directly certified students to boost the Districts unduplicated count and to ensure the student receives the services to which they are entitled. The local level direct certification matches will begin August 1, 2019 through December 31, 2022.

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

- 13. 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:** Page 635
EXHIBIT 13

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. The District can utilize such contracts pursuant to California Public Contract Code §§ 10298, 10299, and 12100 et. seq. without going to bid.

The prices offered by the contractor have been assessed to be fair, reasonable, and competitive. Staff determined it is in the best interest of the District to utilize the state contract for the purchase, warranty, installation, and maintenance of various facility systems, locking devices, and incidental services. Anticipated annual expenditures utilizing this contract are approximately \$250,000 funded by the general fund and deferred maintenance. Due to the size of the contract and award documentation, it is posted online on the District Board Agendas and Supporting Documentation page [here](#).

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

14. RESOLUTION NO. 1920-05, TEMPORARY TRANSFER AGREEMENT:

Page 652

EXHIBIT 14

Approval of Resolution No. 1920-05 authorizes the District to participate in a Temporary Transfer Agreement for the 2019-2020 and subsequent fiscal years. The County Board of Supervisors has authorized the County Treasurer to offer short-term loans to school districts to help bridge cash flow difficulties. The loans will be repaid to the County Treasurer when school districts receive property taxes in December. By applying for these funds, the District will have sufficient cash until December property tax revenue is received.

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

15. SCHOOLMESSENGER RENEWAL AUTHORIZATION – WEST INTERACTIVE SERVICES CORPORATION:

Page 681

EXHIBIT 15

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. The contract term is from August 1, 2019 through July 31, 2020. Annual expenditures under this contract are limited to \$63,497.20 funded by the general fund.

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

16. AMENDMENT NO. 3 EXTENSION OF LICENSE AGREEMENT WITH YMCA OF ORANGE COUNTY AT CROWN VALLEY ELEMENTARY SCHOOL:

Page 684

EXHIBIT 16

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. This amendment proposes a term to extend the original initial term of the agreement for one year. The renewal term will begin July 1, 2019 and will expire on June 30, 2020. The agreement was previously reviewed and approved by the District's legal counsel.

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

CURRICULUM AND INSTRUCTION

17. AGREEMENT NUMBER 48315 WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:

Page 694

EXHIBIT 17

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. District teachers will participate in Document Based Question (DBQ) 101: Literacy in the History Classroom, where History/Social Science teachers who are new to the DBQ approach to studying and teaching history will become familiar with the approach. Teachers develop student activities and a lesson sequence for at least one DBQ. The cost of training, \$600, as well as the substitute, per participant, will be funded by Title II funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

18. 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:

Page 706

EXHIBIT 18

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. Data from Hidden Hills Elementary School shows a need to focus on foundational literacy instruction across the school in order to improve reading achievement. All teachers will be provided with four to six days of professional development and job embedded coaching, depending on the grade level. Teachers will be trained in the Foundational skills standards, learn to effectively use the Wonders curriculum to maximize instructional impact in teaching Foundational skills, and learn research based strategies and protocols for impacting literacy development in students. The estimated total expenditure for the professional development is \$4,800 funded by site Title I funds.

Contact: Susan Holliday, Associate Superintendent, Education Services

- 19. AGREEMENT WITH ASSISTANCE LEAGUE OF SADDLEBACK VALLEY:** Page 718
EXHIBIT 19
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. Operation School Bell, provides elementary students with new school clothing or other like services. Participating elementary schools are located in Coto de Caza, Ladera Ranch, Mission Viejo, and Rancho Santa Margarita. There is no financial impact.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 20. 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:** Page 722
EXHIBIT 20
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. This program will provide students with organized sports during lunch/recess time two or three times per week, for approximately two hours per day. Other District schools have successfully partnered with the YMCA to provide lunchtime P.E. instruction to students. Oak Grove Elementary School would like to utilize this program. The estimated expenditure under this contract is \$6,100 funded by site or gift funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 21. MEMORANDUM OF UNDERSTANDING WITH BIG BROTHERS BIG SISTERS OF ORANGE COUNTY 2019-2020:** Page 730
EXHIBIT 21
Approval of Memorandum of Understanding (MOU) with Big Brothers Big Sisters of Orange County 2019-2020. This MOU outlines the roles and responsibilities for the development and growth of the High School Bigs Mentoring Program. The goal is to pair a maximum of 80 at-risk students (Littles) from Kinoshita, RH Dana, and San Juan Elementary Schools with 80 high school mentors (Bigs) in one-to-one mentoring relationships that provide positive modeling that leads to school and lifetime success. There is no financial impact.
Contact: Susan Holliday, Associate Superintendent, Education Services
- 22. FOURTH AMENDED JOINT POWERS AGREEMENT WITH LAGUNA BEACH UNIFIED SCHOOL DISTRICT AND COLLEGE AND CAREER ADVANTAGE:** Page 735
EXHIBIT 22
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. The JPA outlines the relationship between the District, LBUSD, and CCA in relation to the work performed by CCA.
Contact: Susan Holliday, Associate Superintendent, Education Services

23. **MEMORANDUM OF UNDERSTANDING WITH COLLEGE AND CAREER ADVANTAGE REGARDING THE EXECUTIVE DIRECTOR OF COLLEGE AND CAREER ADVANTAGE:** Page 743
EXHIBIT 23
- 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. The MOU will clarify the responsibilities of the District regarding the appointment of the Executive Director of CCA, the percentage of work that the Executive Director of CCA must perform for the District and CCA, and the financial agreement the District has with CCA in supporting the position. There is no new financial impact to the District. The District’s commitment to fund 20 percent of the salary of the Executive Director of CCA is funded by general funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
24. **CALIFORNIA INTERSCHOLASTIC FEDERATION REPRESENTATIVES:** Page 746
EXHIBIT 24
- Approval of the six comprehensive high school principals as league representatives to the California Interscholastic Federation (CIF) for 2019-2020. As a member of CIF, the District is required by Education Code § 33353(a) to designate its representatives to CIF on a yearly basis. League representatives vote on issues that impact school athletic programs. There is no financial impact.
Contact: Susan Holliday, Associate Superintendent, Education Services
25. **MEMORANDUM OF UNDERSTANDING WITH CALIFORNIA CONNECTIONS ACADEMY SOUTHERN CALIFORNIA:** Page 751
EXHIBIT 25
- Approval of Memorandum of Understanding (MOU) with California Connections Academy Southern California (CalCA SoCal). The District’s Board of Trustees (Board) approved CalCA SoCal’s charter renewals on May 11, 2009 and May 26, 2014. The District’s Board approved a third renewal on December 12, 2018 for a five-year term, commencing July 1, 2019. The purpose of the Financial and Operational MOU is to update the previous Financial and Operational MOU from 2009, and define funding entitlements of the school and the terms under which the District will make funds available to the charter school, define fees to be paid from the charter school to the District, define services that the District will provide to the charter school, and clarify the responsibilities of each party.
Contact: Susan Holliday, Associate Superintendent, Education Services
26. **AGREEMENT FOR SERVICES WITH CONVERSA TO PROVIDE SPANISH LANGUAGE INSTRUCTION AT CARL HANKEY K-5 INTERNATIONAL BACCALAUREATE ACADEMY IN 2019-2020:** Page 772
EXHIBIT 26
- Approval of Agreement for Services with Conversa 2019-2020 to provide Spanish language instruction to students at Carl Hankey International Baccalaureate (IB) Academy. Students at Carl Hankey K-5 IB Academy are required, being a Primary Years IB school in grades K-5, to receive instruction in a second language. Conversa has been providing this instruction at Carl Hankey for the past 5 years. Students receive 1, 30-minute class each week for 27 weeks. The estimated total expenditure for this agreement is \$19,437 funded by site gift funds.
Contact: Susan Holliday, Associate Superintendent, Education Services
27. **BROADENING THE COURSE OF STUDY – NEW SECONDARY COURSE, ACADEMIC LANGUAGE DEVELOPMENT 2:** Page 779
EXHIBIT 27
- 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*. This course will be available to high school English language learner students in grades 9- 12 at all six comprehensive high schools, who have participated in the program for over 5 years. Upon approval, Academic Language Development 2 will be offered in the 2019-2020 school year. There is no financial impact.
Contact: Susan Holliday, Associate Superintendent, Education Services

- 28. AGREEMENT FOR USE OF EMERALD COVE OUTDOOR SCIENCE INSTITUTE FACILITIES, SUPPLIES, EQUIPMENT AND SERVICES PUBLIC SCHOOL DISTRICTS SCHOOL YEAR 2019-2020:** Page 783
EXHIBIT 28
- 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. Emerald Cove Outdoor Science Institute will provide services at the rates indicated in the agreement. The scheduled attendance for these programs for fifth grade students varies for George White, Bathgate, Las Palmas, Wood Canyon, Hidden Hills, San Juan, Oso Grande, Castille, Viejo, Laguna Niguel, Oak Grove, and Reilly Elementary Schools, as listed in the agreement. Expenditures under this contract are estimated to be \$355,079.70 funded by Title I and gift funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 29. HOME CAMPUS SERVICE CONTRACT:** Page 800
EXHIBIT 29
- Approval of Home Campus Service Contract to provide District student athletes and school administrators the ability to communicate with the California Interscholastic Federation. The contract term is for one year, beginning July 1, 2019 through June 30, 2020. Each high school site will pay a discounted fee of \$813.83, per school, funded by general funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 30. MEMORANDUM OF UNDERSTANDING WITH LAURA’S HOUSE 2019-2022:** Page 805
EXHIBIT 30
- 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. There is no financial impact.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 31. PARTNERSHIP WITH ORANGE COUNTY HUMAN RELATIONS AND SAN JUAN HILLS HIGH SCHOOL TO OFFER BRIDGES PROGRAM:** Page 810
EXHIBIT 31
- 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. The school will develop a Task Force who will work together to address school climate challenges on the campus. They will examine school policies, raise awareness, educate the campus community, and champion the idea that all students and staff deserve to come to a campus that is free from violence and discrimination. The total cost for the program will be \$15,000, fulfilled in full by OC Human Relations. The school is responsible for transportation, food, or substitute teacher costs that the program requires. This cost is estimated to be \$3,000 funded by site funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*
- 32. AGREEMENT WITH THE COLLEGE BLUEPRINT:** Page 813
EXHIBIT 32
- 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. The total cost is \$39,550 funded by Indian Education Formula Grant and Local Control Funding Formula Supplemental funds.
- Contact: Susan Holliday, Associate Superintendent, Education Services*

33. 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: Page 822
EXHIBIT 33

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. The YMCA will provide P.E. lessons in grades 1-5 that are modeled after the Physical Education Content Standards for California Public Schools. This program will help sites meet the required 100 minutes of P.E. instruction per week that students must receive per Education Code as well as providing them with rich, engaging, and challenging P.E. instruction. Since 2014-2015, several District schools have successfully partnered with the YMCA to support P.E. instruction to students. Concordia, Laguna Niguel, and Marblehead Elementary Schools would like to utilize this program for its students in 2019-2020. The total estimated expenditure under this agreement is \$52,700 funded by site and/or gift funds from each participating school site.

Contact: Susan Holliday, Associate Superintendent, Education Services

34. SCHOOL-BASED MEDI-CAL ADMINISTRATIVE ACTIVITIES PARTICIPATION AGREEMENT - ORANGE COUNTY SUPERINTENDENT OF SCHOOLS: Page 842
EXHIBIT 34

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. The term of the agreement is July 1, 2019 through June 30, 2020. The Orange County Superintendent of Schools receives 4.5 percent of the quarterly claim received by the District from the state for Medi-Cal Administrative Activities administration.

Contact: Gregory Merwin, Associate Superintendent, Student Support Services

35. MEMORANDUM OF UNDERSTANDING WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS: Page 872
EXHIBIT 35

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.

The OCDE Division of Special Education Services operates a special schools program for pupils with exceptional needs who require intensive educational services. These students are referred by their Individualized Education Program (IEP) teams when it is jointly determined by the District and OCDE that the students' educational needs, as specified in the IEP, can be appropriately met by OCDE programs and services. The District has approximately 73 students enrolled in OCDE programs per year. There are three cost categories for OCDE programs: classroom cost, transportation cost, and special circumstance aide cost. The average classroom cost per student is \$55,470. Based on average enrollment, the estimated District cost for students attending OCDE classes for the 2019-2020 school year is approximately \$4,100,000. The estimated District cost for transportation provided by OCDE is approximately \$760,000. The estimated District cost for required special circumstance aides in classrooms or on buses is approximately \$1,100,000. Annual expenditures under this agreement are funded by special education funds.

Contact: Gregory Merwin, Associate Superintendent, Student Support Services

36. **MEMBERS OF SPECIAL EDUCATION LOCAL PLAN AREA COMMUNITY ADVISORY COMMITTEE:** Page 894
EXHIBIT 36

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. In accordance with the California Education Code § 56190, each Special Education Local Plan Area (SELPA) shall establish a CAC with parents of special education students forming the majority. Based on the bylaws of the SELPA, a committee of voting members is established annually, comprised of District parents, teachers, administrators, and community representatives who serve District students. The term of appointment for voting members is two years, staggered annually. There is no financial impact.

Contact: Gregory Merwin, Associate Superintendent, Student Support Services

37. **MASTER CONTRACT WITH NEW VISTA SCHOOL FOR 2019-2020:** Page 895
EXHIBIT 37

Approval of the Master Contract with New Vista School to provide general education programs and special education instruction for eligible District students as determined by their Individualized Education Program (IEP) team. The District is currently projected to have nine students at New Vista School but the approval of this Master Contract allows the District to place additional students as determined by the IEP team or through a settlement agreement. The estimated cost per student is \$40,000. Annual expenditures under this Master Contract are estimated to be \$350,000 paid by special education funds.

Contact: Gregory Merwin, Associate Superintendent, Student Support Services

HUMAN RESOURCE SERVICES

38. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED EMPLOYEES:** Page 937
EXHIBIT 38

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

39. **RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES:** Page 977
EXHIBIT 39

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

GENERAL FUNCTIONS

40. **SCHOOL BOARD MINUTES:** Page 1026
EXHIBIT 40

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

Contact: Colleen Hayes, Manager II, Superintendent's Office

DISCUSSION/ACTION ITEMS

- 41. 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:**

**DISCUSSION/
ACTION**
Page 1029
EXHIBIT 41

As part of its financial stewardship, the District receives assistance from its financial advisor, Government Financial Strategies, for monitoring refinancing opportunities. Efforts have been made to refinance debt as opportunities become available, in order to reduce debt service payments, and generate savings for taxpayers. The Board received a brief information presentation from Government Financial Strategies discussing the refinancing opportunity of the Community Facilities District 98-2 (Ladera) Bonds on June 12, 2019. The Board is asked to consider adoption of the resolution authorizing the refinancing.

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 of Trustees 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.

Motion by _____ Seconded by _____

- 42. 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”):**

**DISCUSSION/
ACTION**
Page 1240
EXHIBIT 42

Following the information presentation at the June 12, 2019 Board meeting, the Board is asked to consider adoption of a resolution declaring its intention to form a School Facilities Improvement District (SFID) in the southern region (San Clemente area).

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 of Trustees 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”).

Motion by _____ Seconded by _____

- 43. 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”):** **DISCUSSION/ ACTION**
Page 1246
EXHIBIT 43

Following the information presentation at the June 26, 2019 Board workshop, the Board is asked to consider adoption of a resolution declaring its intention to form a School Facilities Improvement District (SFID) in the western region (Dana Point, Laguna Niguel, and Aliso Viejo area).

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 of Trustees 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”).

Motion by _____ Seconded by _____

- 44. PRESENTATION ON THE TEXTBOOK AND TECHNOLOGY ADOPTION PLAN:** **INFORMATION/ DISCUSSION**
Page 1252
EXHIBIT 44

Staff will share an overview of the textbook content areas that have been adopted and the plan for future textbook adoptions. In addition, staff will share a summary of the Chromebook District standard and refresh plan as well as the technology and infrastructure costs associated to maintain the Chromebook program. The presentation will outline funding sources utilized to support both technology and textbook adoptions.

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 and answer any questions Trustees may have regarding this item. This is an information item only and no Trustee action is necessary.

- 45. FIRST READING – BOARD POLICY 3550, FOOD SERVICE/CHILD NUTRITION PROGRAM:** **DISCUSSION/ ACTION**
Page 1271
EXHIBIT 45

The proposed revisions to Board Policy 3550, *Food Service/Child Nutrition Program* brings language in alignment to suggestions from California School Board Association (CSBA), other California districts and updated federal and state requirements regarding school food service and child nutrition programs.

This Board policy was formerly titled *Food Service*. Changes are underlined; deletions are struck through.

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

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 3550, *Food Service/Child Nutrition Program*.

Motion by _____ Seconded by _____

46. FIRST READING – BOARD POLICY 3551, FOOD SERVICE OPERATIONS/CAFETERIA FUND: DISCUSSION/ ACTION

The proposed revisions to Board Policy 3551, *Food Service Operations/Cafeteria Fund* brings language in alignment to suggestions from California School Board Association (CSBA), other California districts and updated federal and state requirements regarding school food service operations and cafeteria fund management. This Board policy was formerly titled *Food Service Operations*. Changes are underlined; deletions are struck through.

Page 1275
EXHIBIT 46

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

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

Staff Recommendation

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

Following discussion, it is recommended the Board of Trustees approve Board Policy 3551, *Food Service Operations/Cafeteria Fund*.

Motion by _____ Seconded by _____

ADJOURNMENT

Motion by _____ Seconded by _____

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS
WEDNESDAY, AUGUST 21, 2019, 7:00 P.M.
AT THE CAPISTRANO UNIFIED SCHOOL DISTRICT OFFICE BOARD ROOM
33122 VALLE ROAD, SAN JUAN CAPISTRANO, CALIFORNIA**

For information regarding Capistrano Unified School District, please visit our website:

www.capousd.org

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS PRESENT AT THIS MEETING

We are pleased you can be with us at this meeting, and we hope you will return often. Your visit assures us of continuing community interest in our schools.

The members of the Board of Trustees of this District are locally elected state officials, who serve four-year terms of office, and who are responsible for the educational program of our community from grades kindergarten through twelve. They are required to conduct programs of the schools in accordance with the State of California Constitution, the State Education Code, and other laws relating to schools enacted by the Legislature, and policies and procedures which this Board adopts.

The Board is a policy-making body whose actions are guided by the school district's Mission and Goals. Administration of the District is delegated to a professional administrative staff headed by the Superintendent.

The agenda and its extensive background material are studied by each member of the Board for at least two days preceding the meeting. Board Members can call the administrative staff for clarification on any item, and many of the items on the agenda were discussed by the Board during previous meetings. These procedures enable the Board to act more effectively on agenda items than would otherwise be possible.

WHAT TO DO IF YOU WISH TO ADDRESS THE BOARD OF TRUSTEES

CLOSED SESSION: In accordance with Education Code § 35146 and Government Code § 54957, the Board may recess to Closed Session to discuss personnel matters which they consider inadvisable to take up in a public meeting.

Members of the public shall have an opportunity to address the Board regarding items on the agenda to be considered during Closed Session prior to the Board adjourning the meeting to Closed Session. Individual presentations are limited to a maximum of three minutes; however, the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers who wish to address a specific agenda topic.

ORAL COMMUNICATIONS (Non-Agenda Items): Regular, scheduled meetings of the Board shall have a portion of each meeting devoted to Oral Communications. Oral Communications, will take place following Special Recognitions. The total time for the Oral Communications portion of regular meetings shall be twenty minutes. Individual presentations are limited to a maximum of three minutes per individual but could be less if there are a large number of Oral Communication speakers. Legally, the Board may not take action on items raised by speakers under Oral Communications. The Board may, however, at its discretion, refer items to the administration for follow-up or place topics on a future Board agenda.

ORAL COMMUNICATIONS (Agenda Items): Members of the public shall also have an opportunity to address the Board on Open Session agenda items before their consideration by the Board. Individual presentations for the Consent Calendar are limited to a maximum of five minutes for all Consent Calendar items. Individual presentations for Discussion/Action agenda items are limited to a maximum of three minutes however; the time assigned for individual presentations could be fewer than three minutes depending upon the total number of speakers, who wish to address a specific agenda topic. The total time for presentations shall be limited to twenty minutes per agenda topic, unless the Board grants additional time. The Board shall hear all presentations after any staff comments but prior to the formal discussion by Board members of the agenda topic under consideration.

Once an agenda item has been opened for public comment, no additional "Request to Address the Board of Trustees" cards shall be accepted for that topic unless otherwise approved by the Board. When addressing a specific item on the agenda, the Board may vote to allow additional public speaker time for an individual Discussion/Action item.

PUBLIC HEARINGS: Any time the Board schedules a separate public hearing on a given topic, it shall not hear speakers on that topic before the public hearing, except as to the scheduling of the hearing, nor shall it hear speakers after the hearing, except as to changes in the recommended action at the time of the hearing.

REASONABLE ACCOMMODATION

In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Friday before the scheduled meeting. Such notification shall provide school district personnel time to make reasonable arrangements to assure accessibility to the meeting.