

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

February 19, 2020

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 – Justin Shinnfield
Significant Exposure to Litigation – Five Cases
ADR Case Number 20191120
ADR Case Number 20191121
ADR Case Number 20191206
ADR Case Number 20191220
ADR Case Number 20200107
(Pursuant to Government Code § 54956.9(d)(2))

EXHIBIT A-1
EXHIBIT A-2
EXHIBIT A-3
EXHIBIT A-4
EXHIBIT A-5

Clark Hampton
Attorney – Anthony De Marco
Significant Exposure to Litigation – One Case
(Pursuant to Government Code § 54956.9 (d) (2) or (3))

Clark Hampton
Attorney – Terry Tao
Significant Exposure to Litigation – One Case
(Pursuant to Government Code § 54956.9 (d) (2) or (3))

EXHIBIT A-6

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Gregory Merwin/Kathy Purcell
Attorney – Justin Shinnfield
Significant Exposure to Litigation – Three Cases
OAH Case Number 2019090848
OAH Case Number 2019110452
OAH Case Number 2019110519
(Pursuant to Government Code § 54956.9(d)(1))

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

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

District Negotiators: Kirsten M. Vital/Clark Hampton
Attorney – Andreas Chialtas
Property: PA-3 K-8 School No. 2 an approximate 20-acre school site
Negotiating Party: Mike Balsamo/Elise Milington of Rancho Mission Viejo, LLC
Under Negotiation: Price and Terms of Payment
(Pursuant to Government Code § 54956.9)

EXHIBIT C-1

D. STUDENT READMISSIONS

Mike Beekman

Five Cases
Case # 2018-015
Case # 2019-009
Case # 2019-024
Case # 2019-065
Case # 2019-075

EXHIBIT D-1
EXHIBIT D-2
EXHIBIT D-3
EXHIBIT D-4
EXHIBIT D-5

E. CONFERENCE WITH LABOR NEGOTIATORS

District Negotiators: Kirsten M. Vital/Tim Brooks/Clark Hampton

Employee Organizations:

- 1) Capistrano Unified Education Association (CUEA)
- 2) California School Employees Association (CSEA)
- 3) Teamsters
- 4) Capistrano Unified Management Association (CUMA)
(Pursuant to Government Code § 54957.6)

EXHIBIT E-1

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

Associated Student Body

San Juan Hills High School

Tim Hornig, *Interim Principal*

Brooke Valderrama, *Activities Director*

Taylor Schwalbe, *Associated Student Body President*

Extra Milers

Bathgate Elementary School teacher Kelly Anderson, for the immediate action and heroism she displayed while saving a student from choking.

Tonight we are recognizing a coalition of teachers for their work to create the School Wide Educational Learning Lab (SWELL) program at Bernice Ayer Middle School.

Christine Gibson	Brooke Powell
Kristen Goss	Amanda Soboleski
Jake Jerome	Lisa Waizinger
Jalal Masri	Tracy Welter

BOARD AND SUPERINTENDENT COMMENTS

ORAL COMMUNICATIONS (Non-Agenda Items)

Oral Communications will occur immediately following Board and Superintendent Comments. The total time for Oral Communications shall be twenty (20) minutes. Individual presentations are limited to a maximum of three (3) minutes per individual.

PUBLIC HEARING

1. **PUBLIC HEARING: JOURNEY SCHOOL CHARTER SCHOOL ADMISSIONS PREFERENCES:**

Page 1
EXHIBIT 1

A Public Hearing is scheduled before the Board of Trustees which necessitates this Board item. Journey School charter school has presented a renewal petition for a charter school within the District that includes admission preferences on page 97. Due to the size of the exhibit, the information can be viewed by clicking [here](#). Pursuant to changes made by Assembly Bill 1360, effective October 13, 2017, a charter school's petition must include admission policies and procedures. Additionally, any priority order for preferences in admission must be in a charter school's petition and have been approved by the authorizer at a public hearing per Education Code § 47605(d) (2) (B) (i). The admission preferences, as outlined in Exhibit 28, align to the Journey School Charter Petition Renewal.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

It is recommended the Board President open the public hearing, determine if members of the public have submitted requests to speak on 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

2. **DONATION OF FUNDS AND EQUIPMENT:**

Page 3
EXHIBIT 2

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$320,536.18 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash have no financial impact on the budget. The District does not guarantee maintenance of items or the expenditure of any District funds for continued use.

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

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

Page 8
EXHIBIT 3

Approval of purchase orders (Attachment 1) and commercial warrants (Attachment 2). The expenditures related to the listed purchase orders and commercial warrants included in this item were previously authorized as part of the District's budget approval process. The purchase orders total \$26,859,585.25 and the commercial warrants total \$18,148,348.01. Attachment 3 is a list of previously Board-approved bids and contracts to assist in the review of the purchase order and commercial warrant listings. Attachment 4 is a list of previously Board-approved warrants, by vendor, exceeding \$250,000.

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

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

Page 155
EXHIBIT 4

Approval of the District standardized Independent Contractor, Professional Services, Field Service and Master Contract agreements. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows 19 new agreements totaling \$340,190 and 12 amendments to existing agreements

totaling \$253,000. Due to the size of the contract documents, the General Conditions for each type of agreement are posted online on the District's Board Agendas and Supporting Documentation page [here](#).

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

- 5. PROCURE GLOBAL POSITIONING SYSTEM UTILIZING REQUESTS FOR PROPOSALS PROCESS:** Page 427
EXHIBIT 5

Approval to procure a Global Positioning System, including devices, on-going monitoring and notification services for student transport and staff vehicles utilizing the Requests for Proposals (RFP) process. Public Contract Code § 20118.2 states that due to the highly specialized nature of technology, telecommunications, related equipment, software and services, it is in the public's best interest to allow a school district to consider, in addition to price, various factors. Section 20118.2(c) requires that prior to awarding contracts utilizing the competitive negotiation RFP process discussed in § 20118.2(d), the Board must make a finding that such items as global positioning devices and monitoring services are eligible under Public Contract Code § 20118.2.

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

- 6. ALISO VIEJO COMMUNITY ASSOCIATION LIMITED USE AND MAINTENANCE AGREEMENT FOR ALISO NIGUEL HIGH SCHOOL WINTER/SPRING BASEBALL 2020:** Page 430
EXHIBIT 6

Approval of the ratification of the Aliso Viejo Community Association (AVCA) Limited Use and Maintenance Agreement (LUMA) for Aliso Niguel High School (ANHS) Winter/Spring Baseball 2020. AVCA owns and maintains Woodfield Park, adjacent to ANHS. The Winter/Spring Baseball 2020 LUMA allows ANHS to use Woodfield Park from January 13, 2020 through May 1, 2020 for a fee of \$600 paid by site funds, as detailed in the LUMA. The Winter/Spring Baseball 2020 LUMA is similar to past years' agreements relating to the use of Woodfield Park.

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

- 7. ALISO VIEJO COMMUNITY ASSOCIATION LIMITED USE AND MAINTENANCE AGREEMENT FOR ALISO NIGUEL HIGH SCHOOL WINTER/SPRING LACROSSE 2020:** Page 449
EXHIBIT 7

Approval of the ratification of the Aliso Viejo Community Association (AVCA) Limited Use and Maintenance Agreement (LUMA) for Aliso Niguel High School (ANHS) Winter/Spring Lacrosse 2020. AVCA owns and maintains Foxborough Park, adjacent to ANHS. The Winter/Spring Lacrosse 2020 LUMA allows ANHS to use Foxborough Park from February 3, 2020 through May 1, 2020 for a fee of \$450 paid by site funds, as detailed in the LUMA. The Winter/Spring Lacrosse 2020 LUMA is similar to past years' agreements relating to the use of Foxborough Park.

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

- 8. AWARD OF REQUEST FOR PROPOSALS NO. 4-1920, GLOBAL POSITIONING SYSTEM – ZONAR SYSTEMS, INCORPORATED:** Page 467
EXHIBIT 8

Approval of the Award of Request for Proposals (RFP) No. 4-1920, Global Positioning System to Zonar Systems, Incorporated. The awarded vendor was selected based on criteria specified in the RFP No. 4-1920 documents. The District seeks to procure vehicle global positioning system (GPS) services for both student transport and District vehicles used by staff. The system would also monitor student ridership in a safe and non-intrusive way via a bus pass card carried by every student passenger. Fourteen interested parties downloaded the RFP documents; however, only one proposal package was submitted to the District for consideration. The evaluation committee reviewed the proposal submitted by Zonar Systems, Incorporated and award of RFP 4-1920 is presented to the Board for approval. Annual expenditures under this contract are estimated at \$181,423.56 per year funded by the general fund. The proposal, evaluation criteria, and rating sheets are available for review in the Purchasing department.

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

9. **FIRST EXTENSION OF BID NO. 1819-07, PAPER AND PLASTIC PRODUCTS FOR FOOD AND NUTRITION SERVICES – P&R PAPER SUPPLY COMPANY:** Page 471
EXHIBIT 9
Approval of First Extension of Bid No. 1819-07, Paper and Plastic Products for Food and Nutrition Services with P&R Paper Supply Company. Bid No. 1819-07 was awarded to the lowest responsive, responsible bidder on January 24, 2019 for the initial term of January 1, 2019 through December 31, 2019, with optional renewal terms. The vendor agrees to extend the proposed extension at the rates shown in Exhibit A-1 for the proposed renewal period of January 1, 2020 through December 31, 2020. Annual expenditures utilizing this contract are estimated to be \$580,000 funded by the cafeteria fund. Actual expenditures may vary depending on availability of funds and District needs.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
10. **MASTER SAAS AND SERVICES AGREEMENT – PERISCOPE HOLDINGS, INC.:** Page 486
EXHIBIT 10
Approval of the Master SaaS and Services Agreement with Periscope Holdings, Inc. for an electronic bidding platform software called BidSync, which will allow a fully electronic and paperless bidding process reaching a larger pool of vendors. In addition, BidSync includes contract management, insurance certificate management, and prequalification of construction vendor modules that will reduce administrative staff time in maintaining paper files for an unlimited number of District staff users. The initial term of the agreement will be for a three-year period, through January 8, 2023 at \$19,500 for the first year, and \$11,845 and \$12,200 for the second and third year, respectively, funded by the general fund.
Contact: Clark Hampton, Deputy Superintendent, Business and Support Services
11. **STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-19-78-0092B, GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-03F-0026W, PURCHASE, WARRANTY, AND INSTALLATION FITNESS EQUIPMENT, MATS, FLOORING AND WALL PADDING – DIAMOND FITNESS SYSTEMS, INC.:** Page 505
EXHIBIT 11
Approval to utilize the State of California Multiple Award Schedule (CMAS) Contract No. 4-19-78-0092B, General Services Administration Schedule No. GS-03F-0026W, and any subsequent revisions, amendments, and extensions awarded to Diamond Fitness Systems, Inc., for the purchase, warranty, and installation of fitness equipment, mats, flooring, wall padding, and related services, as needed by the District. The District can utilize such contracts pursuant to California Public Contract Code § 20118 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, and installation of various fitness equipment, mats, flooring, wall padding, and incidental services. Anticipated annual expenditures utilizing this contract are approximately \$250,000 funded by the general fund and deferred maintenance. Actual expenditures will vary depending on District needs and availability of funds. 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
12. **STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT NO. 4-03-78-0023A, GENERAL SERVICES ADMINISTRATION SCHEDULE NO. GS-07F-0542M, PURCHASE, WARRANTY, AND INSTALLATION OF PARK AND PLAYGROUND EQUIPMENT, TURF AND ACCESSORIES, AND OTHER OUTDOOR EQUIPMENT AND RELATED SERVICES –PROGRESSIVE DESIGN PLAYGROUNDS:** Page 508
EXHIBIT 12
Approval to utilize the State of California Multiple Award Schedule (CMAS) Contract No. 4-03-78-0023A, General Services Administration Schedule No. GS-07F-0542M, and any subsequent revisions, amendments, and extensions awarded to Progressive Design Playgrounds, for the purchase, warranty, and installation of park and playground

equipment, turf and accessories, and other outdoor equipment and related services, as needed by the District. The District can utilize such contracts pursuant to California Public Contract Code § 20118 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, and installation of park and playground equipment, turf, and accessories and other outdoor equipment and incidental services. Anticipated annual expenditures utilizing this contract are approximately \$900,000 funded by the deferred maintenance. Actual expenditures will vary based on District needs and availability of funds. 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*

13. IRVINE UNIFIED SCHOOL DISTRICT BID NO. 19/20-01 IT, TECHNOLOGY EQUIPMENT AND PERIPHERALS – CDW GOVERNMENT LLC:

Page 511
EXHIBIT 13

Approval to utilize Irvine Unified School District Bid No. 19/20-01 IT, Technology Equipment and Peripherals for the purchase of technology equipment and related products from CDW Government LLC, as needed, under the same terms and conditions of the public agency's contract. This contract provides competitive set pricing for technology and related products, as needed, throughout the District. The District can utilize such contracts pursuant to California Public Contract Code § 20118 without going to bid. Anticipated annual expenditures using this contract are estimated to be approximately \$2,000,000. Funding for these expenditures may be from a variety of available sources, including, but not limited to, deferred maintenance, Microsoft voucher funds, and the general fund. The actual amount of expenditures under the piggyback contract may be more or less than the stated amount, depending on the availability of funding. 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*

CURRICULUM AND INSTRUCTION

14. AGREEMENT NO. 49801 WITH THE ORANGE COUNTY SUPERINTENDENT OF SCHOOLS:

Page 514
EXHIBIT 14

Approval of the ratification of Agreement No. 49801 with the Orange County Superintendent of Schools (County) enables the District to partner with County staff to provide professional development to District teachers. District teachers participate in training that will help them understand key shifts in the History/Social Framework in order to adopt a package of new instructional materials. The cost of \$1,200 and \$125 per substitute required was funded by Title II funds.

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

15. MEMORANDUM OF UNDERSTANDING WITH LAGUNA BEACH UNIFIED SCHOOL DISTRICT:

Page 526
EXHIBIT 15

Approval of the Memorandum of Understanding with Laguna Beach Unified School District (LBUSD) for a Consortium Established to Participate in the Strengthening Career and Technical Education for the 21ST Century Act. Perkins does not allow a local education agency (LEA) to receive Perkins funds unless their allocation is greater than \$15,000. LEAs that do not meet the minimum allocation of \$15,000 must join a consortium in order to meet program requirements. LBUSD does not meet the \$15,000 allocation requirement set forth by Perkins. Forming this consortium enables LBUSD to meet the allocation requirements of the Strengthening Career and Technical Education for the 21ST Century Act (Perkins) Section 131 (secondary) funds. The consortium is comprised of the District and LBUSD. There is no financial impact.

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

16. **TITLE I SCHOOLWIDE STATUS AND REVISED SCHOOL PLAN FOR STUDENT ACHIEVEMENT 2019-2020 FOR CLARENCE LOBO ELEMENTARY SCHOOL:** Page 530
EXHIBIT 16

Approval of Title I schoolwide status and the revised School Plan for Student Achievement (SPSA) for Clarence Lobo Elementary School for 2019-2020. Clarence Lobo Elementary School was approved as a Title I school at the January 15, 2020 Board meeting. The School Site Council voted to change from a Title I targeted assistance program and pursue Title I schoolwide status which enables the school to make certain expenditures that can benefit students in an entire class, grade level and/or school. The estimated Title I allocation of \$159,000 has been added to the school's SPSA as well as the required schoolwide documents including the Preschool to Kindergarten Transition Plan, Parent Engagement Policy, and Home-School Compact.

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

17. **MEMORANDUM OF UNDERSTANDING WITH WAYMAKERS:** Page 592
EXHIBIT 17
- Approval of the Memorandum of Understanding (MOU) with Waymakers will provide Youth Substance Use Prevention services at no cost to the District or its schools. These services include the providing of evidence-based substance use prevention education to middle and high school students within the District. The MOU will ensure health educators and/or staff providing the prevention education are trained to implement the identified evidence-based curriculum and provide all materials necessary. There is no financial impact.

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

HUMAN RESOURCE SERVICES

18. **ANNUAL REPORT – EMPLOYMENT OF RELATIVES:** Page 594
EXHIBIT 18
- Approval of Annual Report – Employment of Relatives 2019-2020 School Year. Board Policy 4112.8, 4212.8, 4312.8, *Employment of Relatives*, requires the Board of Trustees be provided the names, positions and work locations of close relatives employed within the same department or work location. The purpose of this policy is to ensure that assignments do not interfere with the orderly supervision, security or morale of the school, department or work location. For purposes of this policy, relative includes the individual's spouse, domestic partner, parents, grandparents, great-grandparents, children, stepchildren, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse or domestic partner. District department administrators and principals were asked to provide information regarding the names and positions of close relatives employed within their work location. The information provided confirms that the assignment of close relatives at the identified work locations is not interfering with the orderly supervision, security or morale of those work locations.

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

19. **AUTHORIZATION OF COACHES TO PROVIDE SECOND SEMESTER PHYSICAL EDUCATION CREDIT:** Page 596
EXHIBIT 19
- 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 who have completed a minimum of 20 hours of first-aid instruction, and have been approved by the Board of Trustees. It has been determined all teachers who do not hold a PE 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*

20. **CALIFORNIA STATE UNIVERSITY, FULLERTON FALL 2019 MASTER** Page 598

TEACHER HONORARIUM:

EXHIBIT 20

Approval of payments of honorarium to District Master Teachers who supported California State University, Fullerton (CSUF) student teachers during the Fall 2019 semester. Current university agreements specify that institutions pay master teachers a nominal payment for their supervision and support of student teachers. CSUF has agreed to reimburse the District for the cost of these master teacher payments. The compensation amounts vary to the nature of the assignments.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

21. PROPOSAL FOR COHORT PROGRAM FROM CALIFORNIA STATE UNIVERSITY, FULLERTON:

Page 601
EXHIBIT 21

Approval of the Proposal for Cohort Program from California State University, Fullerton (CSUF). Approval of this program will allow a cohort of District teachers to enroll in the five semester Masters of Science in Education (Reading and Literacy) program with CSUF. The cohort would meet weekly at a District site beginning in Fall 2020. There is no financial impact.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

22. SECOND QUARTER REPORT – WILLIAMS SETTLEMENT LEGISLATION UNIFORM COMPLAINT:

Page 609
EXHIBIT 22

Acceptance of Williams Settlement Legislation Uniform Complaint Second Quarter Report. As a result of the Williams Settlement, Education Code § 35186 mandates school districts establish policies and procedures to resolve deficiencies related to textbooks and instructional materials, teacher vacancies or misassignments, and facility conditions posing a threat to student/staff health or safety. Furthermore, Education Code § 35186 requires any deficiencies or complaints be reported to the Board of Trustees at a regularly scheduled public meeting each quarter. No complaints were received during the second quarter.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

23. SITE AGREEMENT WITH SODEXO DIETETIC INTERNSHIPS:

Page 612
EXHIBIT 23

Approval of the Site Agreement with Sodexo Dietetic Internships, effective December 23, 2019 and continuing until cancelled by either party. Students enrolled in the program will be paired with a veteran District Food and Nutrition Services employee as they complete program requirements to earn their certification. There is no financial impact.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

24. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CERTIFICATED EMPLOYEES:

Page 615
EXHIBIT 24

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

25. RESIGNATIONS/RETIREMENTS/EMPLOYMENT - CLASSIFIED EMPLOYEES:

Page 667
EXHIBIT 25

Approval of the activity list for employment, separation, and additional assignments of classified employees. These positions will be charged to the appropriate fund and are included in the adopted budget.

Contact: Tim Brooks, Associate Superintendent, Human Resource Services

GENERAL FUNCTIONS

26. SCHOOL BOARD MINUTES:

Page 700
EXHIBIT 26

Approval of the February 5, 2020 Special Board Meeting Minutes.

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

27. SCHOOL BOARD MINUTES:

Page 702
EXHIBIT 27

Approval of the January 15, 2020 Regular Board Meeting Minutes. These minutes were previously approved at the Special Board meeting on February 5, 2020. Staff is bringing back these minutes to correct a typo on page two, Agenda Item 3C – should read as: Conference with Real Property Negotiators.

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

DISCUSSION/ACTION ITEMS

28. JOURNEY SCHOOL CHARTER SCHOOL ADMISSIONS PREFERENCES:

**DISCUSSION/
ACTION**
Page 710
EXHIBIT 28

Pursuant to changes made by Assembly Bill 1360, effective October 13, 2017, a charter petition must include admission policies and procedures. Additionally, any priority order for preferences in admission must be included in the charter petition and be approved by the chartering authority at a public hearing per Education Code § 47605(e)(2)(B)(i). Journey School submitted their charter school renewal petition on January 15, 2020. Staff is recommending that preference number 1 be modified to read 1) Children of eligible school employees (so long as this does not exceed 10 percent of total enrollment), and the denial of preference number 4. The admissions preferences provided in the exhibit align to the Journey School renewal charter petition and the approved admissions preferences will be reflected in a Memorandum of Understanding.

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 Journey School’s admission’s preferences, with the modification to preference 1 and the denial of preference 4.

Motion by _____ Seconded by _____

29. FIRST READING – BOARD POLICY 6141.4, CAREER PREPARATION:

**DISCUSSION/
ACTION**
Page 714
EXHIBIT 29

The proposed revisions to Board Policy 6141.4, *Career Preparation*, brings language in alignment to suggestions from California School Board Association (CSBA), other California districts, and updated federal and state requirements regarding career preparation. Changes are underlined; deletions are struck through.

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

Contact: Susan Holliday, Associate Superintendent, Education Services

Staff Recommendation

It is recommended the Board President recognize Susan Holliday, Associate Superintendent, Education Services, to present this item.

Following discussion, it is recommended the Board of Trustees approve Board Policy, 6141.4, *Career Preparation*.

Motion by _____ Seconded by _____

**30. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION:
SECONDARY WORLD LANGUAGE/SPANISH, GRADE 7-8:**

**DISCUSSION/
ACTION**
Page 719

Aliso Viejo Middle School has recommended the adoption of the following secondary

World Language supplemental novel for Spanish, grade 7-8: *Pobre Ana* ©2018 by Blaine Ray, TPRS Books. This title has been approved by the Instructional Materials Review Committee. Expenditures are estimated at \$700 funded by site funds.

EXHIBIT 30

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 World Language supplemental novel for Spanish, grade 7-8: *Pobre Ana* ©2018 by Blaine Ray, TPRS Books.

Motion by _____ Seconded by _____

31. PRESENTATION – MATH OPTIONS:

The purpose of this item is to update Trustees and the community on District progress in supporting student Math proficiency and the proposed next steps to support student options for multiple opportunities to excel in Math. Based on Trustee feedback during the May 8, 2019 Board Workshop, staff was asked to examine options to provide opportunities for all students to access higher levels of Math course work and examine the assessments students take to determine placement. Staff have met to review Math programming and practices, and have identified additional ways to support high achieving students’ access to acceleration.

**INFORMATION/
DISCUSSION
Page 722
EXHIBIT 31**

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 Board action is necessary.

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.