

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
MINUTES OF BOARD WORKSHOP MEETING
JULY 21, 2021
EDUCATION CENTER – BOARD ROOM

Due to the nature of the COVID-19 pandemic and in accordance with Governor Newsom's Executive Order N-29-20, issued on March 17, 2020, the Board members will have the option to attend the meeting and take action on any item telephonically.

President Bullockus called the meeting to order at 3:08 p.m.

Call to Order

ROLL CALL:

Present: Trustees Braunstein, Bullockus, Castellanos, Davis, Jones, and McNicholas
Absent: Trustee Hanacek

The Pledge of Allegiance was led by Krista Castellanos, Vice President, Board of Trustees.

**Pledge of
Allegiance
Permanent Record**

There is no audio recording for Board Workshops.

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

**Adoption of the
Board Agenda**

AYES: Trustees Braunstein, Bullockus, Castellanos, Davis, Jones, and McNicholas
NOES: None
ABSENT: Trustee Hanacek

President Bullockus recognized Kirsten Vital Brulte, Superintendent, to present the item.

**Day-to-Day
Protocols and
Practices, Board
and Superintendent
Operating
Procedures
Agenda Item 1**

The following are proposed revisions to Board Bylaw 9003, *Protocols: Board and Superintendent Operating Procedures*, include:

- Section – The Superintendent will
 - Revision of number 9. *Provide data (i.e., success indicators, benchmarks, milestones) to the Board to inform decisions and assess progress on annual goals. (Include language to capture underperformance)*
 - Revision of number 22. *Provide a written self-assessment and proposed goals prior to the Board's evaluation of the Superintendent's job performance.*
 - Deletion of number 23. *Provide timely feedback to the Board on its performance and effectiveness*
- Section –Board Members will
 - Deletion of number 14. *Set and monitor measurable outcomes for annual goals.*
 - Deletion of number 17. *Evaluate its own effectiveness semi-annually in conjunction with the Superintendent's evaluation; review these protocols annually with the first review in January 2015.*
 - Addition of number 20. *Communicate directly with the Superintendent, or Cabinet Members prior to Board meetings to address questions and/or concerns about agenda items; honor the "no surprises" rule with the Superintendent and fellow Board Members.*
 - Addition of number 28. *Agree to not copy the Board President on email correspondence unless it is about the Board meeting procedures.*

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Trustees came to a consensus and directed staff to bring the revised Board Bylaw 9003, *Protocols: Board and Superintendent Operating Procedures*, with revisions presented in a redline version to the August 18, 2021 regular Board meeting for approval on Consent as a second reading. The policy revisions update and more clearly define how the Board and the Superintendent work together as a team in support of all students in Capistrano Unified Schools District.


It was moved by Trustee Davis and seconded by Trustee Braunstein to adjourn the meeting, motion carried 6-0-1. **Adjournment**

AYES: Trustees Braunstein, Bullockus, Castellanos, Davis, Jones, and
McNicholas
NOES: None
ABSENT: Trustee Hanacek

President Bullockus announced the meeting adjourned at 4:01 p.m.



Board Clerk
Gila Jones, Trustee



Secretary, Board of Trustees
Kirsten M. Vital Brulte, Superintendent

Minutes submitted by Colleen Hayes, Manager II Board Operations/Superintendent's Office