

CAPISTRANO UNIFIED SCHOOL DISTRICT
33122 Valle Road
San Juan Capistrano, CA 92675

BOARD OF TRUSTEES
Regular Meeting

June 29, 2011

Closed Session 5:30 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 5:30 P.M.

- 1. CALL TO ORDER**
- 2. CLOSED SESSION COMMENTS**
- 3. CLOSED SESSION (as authorized by law)**
 - A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION** **EXHIBIT 3 A**
Superintendent
(Pursuant to Government Code §54957)
 - B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE** **EXHIBIT 3 B**
(Pursuant to Government Code §54957)
 - C. CONFERENCE WITH LABOR NEGOTIATORS**
Dr. Joseph M. Farley/Jodee Brentlinger/Ron Lebs
Employee Organization:
 - 1) Capistrano Unified Education Association (CUEA)
 - 2) Capistrano School Employees Association (CSEA)
 - 3) Unrepresented Employees (CUMA)
 - 4) Teamsters(Pursuant to Government Code §54957.6)

OPEN SESSION AT 7:00 P.M.

- 1. PLEDGE OF ALLEGIANCE**
- 2. ADOPTION OF THE AGENDA – ROLL CALL**
- 3. REPORT ON CLOSED SESSION ACTION**
- 4. BOARD AND SUPERINTENDENT COMMENTS**
- 5. 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.

RECORDING OF SCHOOL BOARD MEETINGS

In accordance with Board Policy 9324, Board Minutes, all Regular School Board Meetings will be audio recorded.

PUBLIC HEARINGS

6. RESOLUTION NO. 1011-65: ADOPTING THE 2011-2012 USE OF CATEGORICAL FLEXIBILITY FUNDS:

DISCUSSION/
ACTION

This agenda item recommends approval of Resolution No, 1011-65, which will authorize the use of flexibility provisions on categorical programs for the 2011-2012 fiscal year. The Education Finance Trailer Bill (SBX3 4) gives local education agencies the ability to use restricted funds received from the state, which are designated for programs in the established Categorical Program Tier III, for any educational purpose. Utilization of the categorical flexibility as authorized by the state as part of SBX3 4 would result in transferring approximately \$10.6 million from restricted funds to the unrestricted general fund.

Vote _____

Page 1

EXHIBIT 1

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Staff Recommendations

Following the public hearing on this item, it is recommended the Board of Trustees adopt Resolution No.1011-65, to authorize the 2011-2012 use of categorical flexibility transfers per SBX3 4.

Motion by _____ Seconded by _____

ROLL CALL:

Trustee Addonizio _____	Trustee Hatton _____
Trustee Alpay _____	Trustee Palazzo _____
Trustee Bryson _____	Trustee Pritchard _____
	Trustee Brick _____

7. 2011-2012 BUDGET PUBLIC HEARING AND ADOPTION:

DISCUSSION/
ACTION

This agenda item recommends approval and adoption of the 2011-2012 District budget. The District is required by law to adopt a budget for the 2011-2012 fiscal year no later than June 30, 2011, for enactment on July 1, 2011. The budget for 2011-2012 is based upon revenue assumptions that have been outlined within the Governor’s May Revise, as well as District-specific assumptions for revenue and expenditures.

Vote _____

As required by law, the Board is required to conduct a public hearing on the final budget. This agenda item also includes the following components, which will be provided under separate cover to the Board along with more specific budget information and made available to the public via the District website, on or before Friday, June 24, 2011:

- Summary Budgets for the District’s Funds
- State Criteria and Standards
- School District Certification of the State Criteria and Standards and the Workers’ Compensation Certification
- Guidelines and Assumptions Used in the Preparation of the 2011-2012 Budget

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Staff Recommendation:

Following a public hearing, it is recommended the Board President recognize Ron Lebs, Deputy Superintendent, Business & Support Services, who will introduce this item and answer any questions Trustees may have.

Upon the conclusion of the public hearing and presentation, it is recommended the Board adopt the 2011-2012 Budget and approve the Criteria & Standards for the 2011-2012 fiscal year.

Motion by _____ Seconded by _____

DISCUSSION/ACTION ITEMS

8. REPORT ON THE CONCLUSION OF THE 2010-2011 SCHOOL YEAR:

INFORMATION/
DISCUSSION

The conclusion of the school year, and the completion of Superintendent Joseph M. Farley's first year in the District, provides an opportunity to discuss some of the highlights of the past twelve months. Dr. Farley will present information at the meeting concerning District initiatives and accomplishments from the 2010-2011 school year. The initiatives and accomplishments are attributed to all District staff members and the parents and community members that support them.

Contact: Joseph M. Farley, Superintendent

Staff Recommendation:

It is recommended the Board recognize Dr. Joseph M. Farley, who will present this item and answer any questions Trustees may have.

9. RESOLUTION NO. 1011-64: AUTHORIZING THE BORROWING OF FUNDS FOR FISCAL YEAR 2011-2012 AND ISSUANCE AND SALE OF A 2011-2012 TAX AND REVENUE ANTICIPATION NOTE AND PARTICIPATION IN THE SOUTH COAST LOCAL EDUCATION AGENCIES POOLED TAX AND REVENUE ANTICIPATION NOTE PROGRAM AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY TO ISSUE AND SELL SAID NOTE:

DISCUSSION/
ACTION
Vote _____
Page 3
EXHIBIT 2

This agenda item recommends approval of Resolution No. 1011-64 to issue an amount not to exceed \$85 million in a Tax and Revenue Anticipation Note (TRAN) for the 2011-2012 fiscal year, and to participate in the South Coast Local Education Agencies Pooled Tax and Revenue Anticipation Note Program. This resolution authorizes the issuance of the notes to be pooled with other Orange County school district notes to be named the South Coast Local Education Agencies Pooled Tax and Revenue Anticipation Note Program. With the issuance of a TRAN, the District will be able to meet its payrolls and vendor payments during the fiscal year.

At this time, the total financial implications of the issuance of a TRAN for the 2011-2012 fiscal year are not quantifiable, and will be fully known closer to the date of issuance. Costs associated with the issuance of the TRAN will be offset to the highest extent possible with any interest earnings realized on TRAN principal amount.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Staff Recommendation:

It is recommended the Board President recognize Ron Lebs, Deputy Superintendent, Business & Support Services, who will introduce this item and answer any questions Trustees may have.

Following discussion, it is recommended Trustees approve Resolution No. 1011-64, authorizing the borrowing of funds for fiscal year 2011-2012 and the issuance and sale of a 2011-2012 TRAN and participation in the South Coast Local Education Agencies Pooled Tax and Revenue Anticipation Note Program.

Motion by _____ Seconded by _____

ROLL CALL:

Trustee Addonizio _____	Trustee Hatton _____
Trustee Alpay _____	Trustee Palazzo _____
Trustee Bryson _____	Trustee Pritchard _____
	Trustee Brick _____

10. ELECTION OF A DISTRICT REPRESENTATIVE TO THE CAPISTRANO-LAGUNA BEACH REGIONAL OCCUPATION PROGRAM BOARD:

DISCUSSION/
ACTION

Due to the June 14, 2011, resignation of Trustee Lynn Hatton as one of the two District representatives to the Capistrano-Laguna Beach Regional Occupation Program board, Trustees need to elect another Board member to serve the remainder of her term, which expires in December.

Vote _____

Contact: Joseph M. Farley, Superintendent

Staff Recommendation:

It is recommended the Board President introduce this item and accept nominations.

Following discussion, it is recommended the Board of Trustees elect a representative to serve on the Capistrano-Laguna Beach ROP board.

Motion by _____ Seconded by _____

11. SECOND READING – REVISIONS TO BOARD BYLAW 9320:

DISCUSSION/
ACTION

At the March 23, 2011, special Board meeting Trustees approved changing the week night Board meetings are conducted and adding a second regular meeting per month. The proposed revisions to Board Bylaw 9320, *Meetings*, reflect the change in days that meetings are held and the addition of one meeting per month. Changes are underlined; deletions are struck through.

Vote _____

Page 39
EXHIBIT 3

Contact: Joseph M. Farley, Superintendent

Staff Recommendation:

It is recommended the Board President recognize Joseph Farley, Superintendent, who will present the revisions to Board Bylaw 9320, *Meetings*.

Following discussion, it is recommended the Board of Trustees approve the revision to Board Bylaw 9320, *Meetings*.

Motion by _____ Seconded by _____

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.

GENERAL FUNCTIONS

12. SCHOOL BOARD MINUTES:

Minutes of the June 8, 2011, special Board meeting.

Contact: Jane Boos, Manager, Board Office Operations

Page 43
EXHIBIT 4

CURRICULUM & INSTRUCTION

13. INSTRUCTIONAL MATERIALS RECOMMENDED FOR ADOPTION: HIGH SCHOOL TEXTBOOK - IB MATH HL (CORE):

Adoption of *Mathematics HL Core IB*, second edition, published by Haese and Harris, 2008. This textbook will be utilized for the International Baccalaureate (IB) course entitled IB Math HL, grades 11 and 12. The proposed textbook has been reviewed and approved by the Instructional Materials Review Committee and a copy is on display in the Board room. The book will be purchased using site funds. It is recommended the Board adopt the proposed instructional material for a seven-year period.

Contact: Julie Hatchel, Assistant Superintendent, Education Services

BUSINESS & SUPPORT SERVICES

- 14. PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 45
EXHIBIT 5
- Approval of the purchase orders (Exhibit 5, Attachment 1) and commercial warrants (Exhibit 5, Attachment 2). The purchase orders and commercial warrants included in this item have previously been authorized as part of the District's budget approval process. The purchase orders total \$1,338,542.68; the commercial warrants total \$3,173,916.95. Attachment 3 of Exhibit 5 is a list of previously Board-approved bids and contracts to assist in the review of the purchase order and commercial warrant listings.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 15. DONATIONS OF FUNDS AND EQUIPMENT:** Page 77
EXHIBIT 6
- A number of gifts have been donated to the District, including \$349,854.66 in cash. These funds will be deposited in the appropriate school accounts. Items other than cash gifts have no financial impact on the budget. The District does not guarantee maintenance of those items or the expenditure of any District funds for their continued use. A list of the donations appears in Exhibit 6.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 16. CONSULTANT AGREEMENT – SPECIAL EDUCATION CONSULTANT, KAREN MILLER:** Page 81
EXHIBIT 7
- Approval of an independent contractor agreement with Karen Miller to provide consultant services related to the District's special education program. Karen Miller will provide consulting services in the following areas: Special Education Self-Review, County Mental Health, Special Education Procedural Handbook, Staff Assignments, 2011-2012 Budget, and Special Education Services at Charter Schools. The services will be provided at the lump sum rate of \$20,000, for the 2011-2012 school year, funded by Special Education.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 17. CONSULTANT AGREEMENT – SPECIAL EDUCATION CONSULTANT, SUSAN MELLY:** Page 89
EXHIBIT 8
- Approval of an independent contractor agreement with Susan Melly to provide consultant services related to the District's special education program. Susan Melly will provide consulting services in the following areas: Special Education Self-Review, County Mental Health, Special Education Procedural Handbook, Staff Assignments, 2011-2012 Budget, and Special Education Services at Charter Schools. The services will be provided at the lump sum rate of \$20,000, for the 2011-2012 school year, funded by Special Education.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 18. RENEWAL OF AGREEMENT FOR OPERATION OF EXTENDED DAY CHILD-CARE PROGRAMS WITH YMCA OF ORANGE COUNTY:** Page 97
EXHIBIT 9
- Approval of a five-year agreement between the District and the YMCA of Orange County to continue to provide for the operation of Extended Day Childcare Services at District elementary and middle school campuses. This agreement would be established pursuant to Education Code §8485 and §8486 and Government Code §53060. The renewal agreement has been reviewed and approved by the District's legal counsel, and the terms of the proposed agreement are similar to the current and past agreements. Under this agreement, the YMCA would pay the District a monthly operating and use fee for each relocatable building owned by the YMCA, as well as a higher fee if the YMCA uses a District-owned classroom or relocatable building. In addition, the YMCA pays the District a small percentage of annual gross revenues for programs operated at District facilities. The term of the renewal agreement is July 1, 2011, through June 30, 2016. A copy of the renewal agreement (Exhibit 9) is provided.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

19. RENEWAL OF USE OF FACILITIES AGREEMENT WITH JOURNEY CHARTER SCHOOL AT FOXBOROUGH CAMPUS:

Page 109
EXHIBIT 10

Approval to renew the lease agreement between the District and the Journey Charter School for use of facilities at the District's Foxborough campus for the 2011-2012 school year. On January 8, 2007, the Foxborough Elementary School site was repurposed by the Board of Trustees with students reassigned to Wood Canyon Elementary School. Since that time, the Journey Charter School (JCS) has occupied most of the campus, operating under a "Use of Facilities Agreement." The current agreement expires on June 30, 2011. The renewal of the agreement allows the continued use of portable classrooms and ancillary facilities to operate the charter school program. Terms of this agreement include a one-year extension from July 1, 2011, to June 30, 2012. Lease payments are calculated to be \$0.59 per square foot of building area. The current agreement mandates that this rate remain for the next 12 months. A total of 20,580 square feet of space is being used by JCS which equals rental payments of \$12,142.20 per month or \$145,706.40 per year. Also, it is noteworthy that JCS has its own utility meters and will continue to pay all utility costs directly to the responsible agencies. The proposed agreement has been reviewed and approved by the District's legal counsel and a copy (Exhibit 10) has been provided for Trustee review.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

20. RENEWAL OF USE OF FACILITIES AGREEMENT WITH NIGUEL CHILDREN'S CENTER AT FOXBOROUGH CAMPUS:

Page 115
EXHIBIT 11

Approval to renew the lease agreement between the District and the Niguel Children's Center for use of facilities at the District's Foxborough campus. On May 12, 2008, the Board of Trustees approved a "Use of Facilities Agreement" with the Niguel Children's Center for use of a portion of the vacant facilities on the campus, including classrooms, a restroom, a play field, and parking spaces. The lease agreement was subsequently renewed in 2009 for another two-year period ending June 30, 2011.

The renewal of this agreement allows the continued use of portable classrooms and ancillary facilities to operate the preschool program. Terms of this agreement include a one-year extension from July 1, 2011, to June 30, 2012. Lease payments will continue at the current rate of \$1.25 per square foot of building area with a total of 3,720 square feet of space being used by NCC, equating to \$4,650 per month for 10 months. Because of reduced enrollment in the months of July and August, the use and corresponding rent has been reduced to 2,160 square feet equating \$2,700 per month for those two months. Also, NCC will continue to share utility costs with the Journey School based upon an agreement between those two schools. The proposed agreement has been reviewed and approved by the District's legal counsel and a copy (Exhibit 11) has been provided for Trustee review.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

21. COMMUNITY ROOTS CHARTER SCHOOL AGREEMENT 2011-2012:

Page 121
EXHIBIT 12

Approval of the lease agreement between the District and the Community Roots Charter School for use of facilities at the Wood Canyon Elementary School for the 2011-2012 school year. This agreement allows the use of portable classrooms and ancillary facilities to operate the academy program. Terms of this agreement include the use of four existing classrooms on the school campus and ancillary facilities for one year from July 1, 2011, to June 30, 2012. Lease payments will be based upon a rental rate of \$1.25 per square foot of building area with a total of 3,840 square feet of space equating to \$4,800 per month for 12 months. Additionally, the academy will be responsible for a share of utilities costs for the leased building area totaling \$503 per month for 12 months. The proposed agreement has been reviewed and approved by the District's legal counsel and a copy (Exhibit 12) has been provided for Trustee review.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

22. **AGREEMENT FOR SPECIAL SERVICES, FISCAL AND MANDATE INFORMATION SERVICES – SCHOOL SERVICES OF CALIFORNIA, INCORPORATED:** Page 127
EXHIBIT 13
Approval of a contract with School Services of California, Incorporated, for a variety of fiscal and budgetary consulting services as outlined in Exhibit 13. The term of the contract is July 1, 2011, through June 30, 2012. Estimated expenditures utilizing this contract are \$3,720 funded by the general fund.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
23. **MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE CAPISTRANO-LAGUNA BEACH REGIONAL OCCUPATION PROGRAM FOR TECHNICAL SERVICES:** Page 131
EXHIBIT 14
Approval of a Memorandum of Understanding (MOU) between the District and the Capistrano-Laguna Beach Regional Occupation Program for technical services. The District Technology Department provides technical support to the Capistrano-Laguna Beach Regional Occupation Program (ROP) computers located on District campuses. The purpose of this agenda item is to formalize a mutually agreed upon technical support plan as outlined in the MOU (Exhibit 14). The MOU has been reviewed by legal counsel and was developed in close partnership with ROP’s Superintendent, Kim Thomason.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
24. **EXTENSION OF AGREEMENT RFQ NO. 6-0910, MEDI-CAL BILLING SERVICES – PARADIGM HEALTH CARE SERVICES:** Page 135
EXHIBIT 15
Approval of an extension of the agreement for Medi-Cal billing services to be provided by Paradigm Health Care Services. In light of the fiscal crisis, a letter was sent to the firm requesting reduced costs for the 2011-2012 renewal period. The firm has proposed a cost savings of 28 percent if the current agreement is extended for four years and the District shifts to a time survey option for the Medi-Cal Administrative Activities (MAA) program. This new method of billing tracking, recently unveiled by the state, will reduce the District’s administrative overhead costs and increase MAA revenue potential. The renewal contract term will be July 1, 2011, through June 30, 2015.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
25. **EXTENSION OF AGREEMENT FOR GENERAL LEGAL SERVICES – STUTZ, ARTIANO, SHINOFF & HOLTZ APC:** Page 159
EXHIBIT 16
Approval of the first extension of the agreement for general legal services to be provided by Stutz, Artiano, Shinoff & Holtz APC. In light of the fiscal crisis, a letter was sent to the firm requesting reduced costs for the 2011-2012 renewal period. The firm has proposed a two-year freeze on their current rates. There will be no increase in the described rates for the renewal period of July 1, 2011, through June 30, 2012. This contract provides competitive, hourly rates for general legal services as required by the District. Funding for these expenditures will depend upon the types of services rendered which may include, but are not limited to, developer fees, the general fund, and Community Facilities Districts. Expenditures, to date, for the 2010-2011 fiscal year utilizing this contract are approximately \$56,311.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
26. **ANNUAL SUPPORT AND MAINTENANCE AGREEMENT – ACTIVE NETWORK:** Page 175
EXHIBIT 17
Approval of an annual support and maintenance agreement for Active Net software for credit card payment processing. The contract provides an additional method of payment for online registration for the Community Education program. The term of the contract is three years, with expenditures estimated at \$7,500 annually, funded by Community Education.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

- 27. ONLINE EDUCATIONAL PRODUCTS AND SERVICES ORDER – K12 VIRTUAL SCHOOLS LLC:** Page 183
EXHIBIT 18
Approval of the online educational products and services order for West View Academy online independent study high school for services provided by K12 Virtual Schools LLC. The contract provides software, instructional services, hosting solution, subscription license, online courses, online teacher training, and online mentor training. The term of the contract is September 1, 2011, through August 31, 2012. Estimated expenditures utilizing this contract are \$10,000 funded by the general fund.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 28. MASTER CONTRACT – TERI INCORPORATED – THE COUNTRY SCHOOL, A NON-PUBLIC SCHOOL:** Page 187
EXHIBIT 19
Approval of a master contract for special education services to be provided by Teri Incorporated-The Country School, a non-public school. The cost for tuition per individual student is \$235 a day, and the cost per individual student for speech therapy and occupational therapy is \$80 an hour on an as-needed basis, which would be paid out of Special Education funds. The total expenditures under this contract cannot be determined at this time, as it is unknown how many special education students would require the educational services provided by this vendor. The actual dollar amount and budget code will be determined by purchase order submitted for Board approval.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 29. MASTER CONTRACT – MARDAN SCHOOL, A NON-PUBLIC SCHOOL:** Page 221
EXHIBIT 20
Approval of a master contract for special education services to be provided by Mardan School, a non-public school. The cost for tuition per individual student is \$172 a day on an as-needed basis, which would be paid out of Special Education funds. The total expenditures under this contract cannot be determined at this time, as it is unknown how many special education students would require the educational services provided by this vendor. The actual dollar amount and budget code will be determined by purchase order submitted for Board approval.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 30. MASTER CONTRACT – CHILED A, A NON-PUBLIC SCHOOL:** Page 247
EXHIBIT 21
Approval of a master contract for special education services to be provided by Chileda, a non-public school, in relation to a residential treatment center. The cost for tuition per individual student is \$132.36 a day, and the cost for room and board per individual student is \$209 a day on an as-needed basis, which would be paid out of Special Education funds. The total expenditures under this contract cannot be determined at this time, as it is unknown how many special education students would require the residential services provided by this vendor. The actual dollar amount and budget code will be determined by purchase order submitted for Board approval.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 31. INDEPENDENT CONTRACTOR AGREEMENT – COUNSELING SERVICES, TRICIA KRANTZ:** Page 281
EXHIBIT 22
Approval of an independent contractor agreement with with Tricia Krantz to provide counseling services for students as designated by the District. Tricia Krantz will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of Title I funds. Scheduled services under this contract are estimated to be \$18,000. Additional services may be required as determined by a student's Individualized Education Program. Separate purchase orders will be approved by the Board for such services.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

- 32. INDEPENDENT CONTRACTOR AGREEMENT – COUNSELING SERVICES, BRENDA CRARY:** Page 289
EXHIBIT 23
Approval of an independent contractor agreement with Brenda Crary to provide counseling services for students as designated by the District. Brenda Crary will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of Title I funds. Scheduled services under this contract are estimated to be \$18,000. Additional services may be required as determined by a student’s Individualized Education Program. Separate purchase orders will be approved by the Board for such services.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 33. INDEPENDENT CONTRACTOR AGREEMENT – COUNSELING SERVICES, IRMA GARCIA:** Page 297
EXHIBIT 24
Approval of an independent contractor agreement with Irma Garcia to provide counseling services for students as designated by the District. Irma Garcia will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of Title I funds. Scheduled services under this contract are estimated to be \$18,000. Additional services may be required as determined by a student’s Individualized Education Program. Separate purchase orders will be approved by the Board for such services.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 34. INDEPENDENT CONTRACTOR AGREEMENT – PSYCHOLOGICAL EDUCATIONAL ASSESSMENTS, DENNIS I. SALLER:** Page 305
EXHIBIT 25
Approval of an independent contractor agreement with Dennis I. Saller to provide psychological educational assessment services for students as designated by the District. Dennis Saller will provide services at the rates indicated on the rate sheet for the 2011-2012 school year, on an as-needed basis, paid out of Special Education funds. Scheduled services under this contract are estimated to be \$3,500. Additional services may be required as determined by a student’s Individualized Education Program. Separate purchase orders will be approved by the Board for such services.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services
- 35. EXTENSION OF AGREEMENT BID NO. 1011-05 FROZEN FOOD PRODUCTS – GOLD STAR FOODS:** Page 315
EXHIBIT 26
Approval of the first extension of the agreement for frozen food products to be provided by Gold Star Foods. In light of the fiscal crisis, a letter was sent to the vendor requesting reduced costs for the 2011-2012 renewal period. Gold Star Foods has held pricing on 59 of 70 items, with slight price increases on 11 items. The price increases are due to the rising cost of staples such as wheat, flour, and dairy products. This contract provides frozen food products for all school sites and the central kitchen. The total annual expenditures under this contract are estimated to be \$734,554 funded by Food and Nutrition Services.
Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

36. EXTENSION OF AGREEMENT BID NO. 0809-11 PAPER AND PLASTIC PRODUCTS FOR FOOD AND NUTRITION SERVICES – P&R PAPER SUPPLY COMPANY, INCORPORATED: Page 339
EXHIBIT 27

Approval of the second and final extension of the agreement for paper and plastic products to be provided by P&R Paper Supply Company, Inc. In light of the fiscal crisis, a letter was sent to the vendor requesting reduced costs for the 2011-2012 renewal period. Paper products in general are experiencing an upward commodity pricing due to the price escalation of packaging and corrugated materials, raw materials such as quilon and silicone treatments, resin, and the cost of labor, freight, and gas. Any increases in pricing have been addressed directly with the manufacturers and supporting documentation is on file. This contract provides paper and plastic products for all school sites and the central kitchen. The total annual expenditures under this contract are estimated to be \$200,000 funded by Food and Nutrition Services.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

37. EXTENSION OF AGREEMENT BID NO. 0708-06 PLUMBING SERVICE – PACIFIC PLUMBING COMPANY OF SANTA ANA: Page 387
EXHIBIT 28

Approval of the fourth and final extension of the agreement for plumbing service to be provided by Pacific Plumbing Company of Santa Ana. In light of the fiscal crisis, a letter was sent to the vendor requesting reduced costs for the 2011-2012 renewal period. Pacific Plumbing Company of Santa Ana has consistently lowered prices each year at renewal. Pricing for the renewal term of July 1, 2011, through June 30, 2012, is approximately 16.5 percent lower than the original contract pricing. This contract provides competitive, set pricing for plumbing repairs, as needed, throughout the District. Funding for these expenditures will depend upon the types of services rendered which may include, but are not limited to, routine restricted maintenance, deferred maintenance, and developer fees. Expenditures, to date, for the 2010-2011 fiscal year utilizing this contract are approximately \$137,292.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

38. AWARD BID NO. 1112-03 – BAKERY PRODUCTS, GOLD STAR FOODS: Page 405
EXHIBIT 29

Approval of award of bid for bakery products to Gold Star Foods. This contract provides bakery products for all school sites and the central kitchen and sets pricing for the initial 12-month period. The contract may be extended, by mutual agreement and upon Board approval, for a renewal term not to exceed two additional one-year periods. The total annual expenditures under this contract are estimated to be \$63,000, funded by Food and Nutrition Services.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

39. AWARD BID NO. 1112-05 – ELECTRICAL SUPPLIES AND MATERIALS, CONSOLIDATED ELECTRICAL DISTRIBUTORS: Page 417
EXHIBIT 30

Approval of award of bid for electrical supplies and materials to Consolidated Electrical Distributors. The initial base contract is July 1, 2011, through June 30, 2012. The contract may be extended, by mutual agreement and upon Board approval, for a renewal term not to exceed two additional one-year periods. This contract provides competitive, set pricing for electrical supplies and materials, as needed, throughout the District. Funding for these expenditures will depend upon the types of services rendered which may include, but are not limited to, routine restricted maintenance, deferred maintenance, and developer fees. Annual expenditures utilizing this contract are estimated to be \$100,000.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

40. ADVERTISE BID NO. 1112-07 – PIZZA SERVICE:

Approval to advertise for bids for pizza service. This bid allows the District to establish a contract with an approved vendor with set pricing for the 2011-2012 school year. This contract will enable District staff to procure pre-baked, ready to serve pizzas for delivery to all middle school sites within the District. The total expenditures under this contract are estimated to be \$368,000 annually, funded by Food and Nutrition Services.

Contact: Ron Lebs, Deputy Superintendent, Business & Support Services

Motion by _____ Seconded by _____

ROLL CALL:

Trustee Addonizio _____ Trustee Hatton _____

Trustee Alpay _____ Trustee Palazzo _____

Trustee Bryson _____ Trustee Pritchard _____

Trustee Brick _____

NOTE: BY USING A ROLL CALL VOTE FOR THE CONSENT CALENDAR, IT WILL MEET THE NEED FOR ACTION ITEMS WHICH REQUIRE A SIMPLE MOTION OR ROLL CALL VOTE.

ADJOURNMENT

Motion by _____ Seconded by _____

THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES IS MONDAY, JULY 11, 2011, 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

CAPISTRANO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES

33122 Valle Road
San Juan Capistrano, CA 92675

ADDENDUM
to
June 29, 2011 Board Agenda

CLOSED SESSION ITEM

AGENDA ITEM #3

D. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT

Principals

(Pursuant to Government Code §54957)

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

ITEMS ON THE AGENDA. Any person may address the Board concerning any item on the agenda and may, at the discretion of the Board, be granted three (3) minutes to make a presentation to the Board at the time a specific item is under discussion. However, the time assigned for individual presentations could be fewer than three (3) minutes depending upon the total number of speakers who wish to address a specific agenda topic. Prior to the opening of the meeting, a Request to Address the Board card (located in the foyer) should be completed and submitted to the Secretary of the Board. The total time devoted to presentations to the Board shall not exceed twenty (20) minutes, unless additional time is granted by the Board. All presentations shall be heard by the Board prior to the formal discussion 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.

ORAL COMMUNICATIONS (Non-Agenda Items). Citizens may address the Board on any item not appearing on the agenda. Individual presentations are limited to three (3) minutes per individual, with twenty (20) minutes in total being devoted for this purpose, 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. However, at its discretion, the Board may refer items to the administration for follow-up or place topics on a future Board agenda.

PUBLIC HEARINGS. Anytime the Board schedules a separate public hearing on any 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 policy or recommended actions which are directed at the time of the hearing.

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.

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.