

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

REVISED
2-24-14

BOARD OF TRUSTEES
Regular Meeting

February 26, 2014

Closed Session 6:00 p.m.
Open Session 7:00 p.m.

AGENDA

CLOSED SESSION AT 6:00 P.M.

1. CALL TO ORDER

2. CLOSED SESSION COMMENTS

3. CLOSED SESSION (as authorized by law)

A. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT

Program Specialist
(Pursuant to Government Code §54957)

EXHIBIT 3A

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

(Pursuant to Government Code §54957)

EXHIBIT 3B

C. STUDENT EXPULSIONS

Deliberations of Findings of Fact and Recommendations
(Pursuant to Education Code §48918{c} and §35145)

EXHIBITS 3C1-C2

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Dr. Joseph M. Farley/Clark Hampton/John Forney/Wendy Wiles
Real Property 4,038 gross acres of vacant land at 2 Liberty, Aliso Viejo, CA 92656
Under Negotiation: Term of payment
(Pursuant to Government Code §54956.8)

EXHIBIT 3D

E. CONFERENCE WITH LABOR NEGOTIATORS

Dr. Joseph M. Farley/Jodee Brentlinger/Clark Hampton
Employee Organization:
1) Capistrano Unified Education Association (CUEA)
2) California School Employees Association (CSEA)
3) Teamsters
4) Unrepresented Employees (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.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA – ROLL CALL

REPORT ON CLOSED SESSION ACTION

SPECIAL RECOGNITIONS

Robert Bunyan – History of Aliso Viejo Project

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.

DISCUSSION/ACTION ITEMS

1. REVISED PROGRAM IMPROVEMENT YEAR 3 LOCAL EDUCATIONAL AGENCY PLAN:

In March 2013, the District submitted the Program Improvement (PI) Year 3 Local Educational Agency (LEA) Plan to the California Department of Education (CDE) for review. Based on the State Board of Education rubric, CDE readers requested additional information on the strategies and actions to support the specific needs of students with disabilities in the standards-based, standards-aligned instructional program. Staff updated the PI Year 3 LEA Plan to include this information. There is no financial impact.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary

Staff Recommendation

It is recommended the Board President recognize Julie Hatchel, Assistant Superintendent, Education Services, Elementary, to present this item.

Following discussion, it is recommended the Board of Trustees approve the revised Program Improvement Year 3 Local Educational Agency Plan.

Motion by _____

Seconded by _____

DISCUSSION/
ACTION
Page 1
EXHIBIT 1

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

2. **RESOLUTION NO. 1314-35, RECOGNITION OF WEEK OF THE SCHOOL ADMINISTRATOR:** Page 111
EXHIBIT 2
- Approval of Resolution No. 1314-35, Recognition of Week of the School Administrator. Certificated and classified administrators provide leadership and support for the educational program by developing and implementing curriculum; selecting textbooks and instructional materials; recruiting, training, and evaluating staff; managing budgets; monitoring cost controls; implementing Board policies; complying with federal, state, and local regulations and laws; planning and maintaining school facilities; and providing transportation, nutrition, and social service programs to pupils and their families. This resolution will serve as official notice to the citizens of the District of the Board's support for Week of the School Administrator. There is no financial impact.
- CUSD Strategic Plan Pillar 1: Community Relations*
Marcus Walton, Chief Communications Officer

CURRICULUM & INSTRUCTION

3. **EXPULSION READMISSIONS:**
- Approval to readmit students from expulsion. Due to the confidential nature of this item, the supporting information for this item is provided to Trustees under separate cover.
- CUSD Strategic Plan Pillar 2: Safe and Healthy Schools*
Contact: Michelle Le Patner, Assistant Superintendent, Education Services, Secondary
4. **PETITION TO WAIVE CALIFORNIA HIGH SCHOOL EXIT EXAM:**
- Approval to waive California Education Code §60851(c) and Board Policy 6162.52 for seven students who have completed all requirements for passing the California High School Exit Examination (CAHSEE) subtest in Mathematics and/or English/Language Arts, case numbers 1314-009 to 1314-015. California Education Code §60851(c) and Board Policy 6162.52 provide authority for the Board of Trustees to review and approve waivers for special education students to pass the CAHSEE with modifications stated in the pupil's Individualized Education Program. Supporting information is provided to Trustees under separate cover to protect the student's rights under the Family Educational Rights and Privacy Act. There is no financial impact.
- CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*
Contact: Michelle Le Patner, Assistant Superintendent, Education Services, Secondary
5. **RESOLUTION NO. 1314-34, DESIGNATED REPRESENTATIVES FOR SIGNATURE FOR CALIFORNIA DEPARTMENT OF EDUCATION LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES:** Page 113
EXHIBIT 5
- Approval of Resolution No. 1314-34 will authorize the District to designate representatives to sign documents for the California Department of Education Local Agreement for Child Development Services.
- CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment*
Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary

6. **AMENDMENTS TO AGREEMENT NO. CSPP-3313 FOR CHILD DEVELOPMENT SERVICES WITH CALIFORNIA DEPARTMENT OF EDUCATION:** Page 115
EXHIBIT 6

Ratification of Amendments 01 and 02 to Contract No. CSPP-3313 with California Department of Education for Child Development Services. Amendment 01 increases the maximum reimbursement rate from \$2,210,692 to \$2,572,011 from July 1, 2013, to June 30, 2014. Amendment 02 decreases the minimum child days of enrollment from 181 to 177 days from July 1, 2013, to June 30, 2014. This agreement provides services related to preschool age children to enhance optimal early childhood development and school readiness.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary

7. **AMENDMENTS TO AGREEMENT NO. FCI-SD-04 WITH CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY:** Page 125
EXHIBIT 7

Ratification of Amendments 01 and 02 to Agreement No. FCI-SD-04 with Children and Families Commission of Orange County. Amendment 01 extends the term of the original agreement from July 1, 2013, to June 30, 2014. Amendment 02 awards an additional \$44,000 to the contractor to provide additional services for the Child Signature Program from July 1, 2013, to June 30, 2015, pursuant to the terms and conditions of the original agreement. This agreement facilitates the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development stated in the California Children and Families Act of 1998.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Julie Hatchel, Assistant Superintendent, Education Services, Elementary

8. **STUDENT TEACHING AGREEMENT - UNIVERSITY OF OREGON:** Page 245
EXHIBIT 8

Approval of student teaching agreement with University of Oregon. During the school year master teachers are selected to work with student teachers to fulfill the requirements for student teaching at various institutes of higher education. Student teaching is the fieldwork experience necessary to earn a teaching credential.

CUSD Strategic Plan Pillar 1: Community Relations

Contact: Julie Hatchel, Assistant Superintendent, Education Service, Education Services, Elementary

BUSINESS & SUPPORT SERVICES

9. **PURCHASE ORDERS, COMMERCIAL WARRANTS, AND PREVIOUSLY BOARD-APPROVED BIDS AND CONTRACTS:** Page 251
EXHIBIT 9

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 \$1,732,287.68 and the commercial warrants total \$7,310,986.87. 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 by vendor warrants exceeding \$250,000.

CUSD Strategic Plan Pillar 5: Effective Operations

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

10. DONATION OF FUNDS AND EQUIPMENT:

Approval of donations of funds and equipment. A number of gifts have been donated to the District, including \$143,185.74 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.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

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

Page 285
EXHIBIT 10

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

Approval of the District standardized Independent Contractor, Professional Services, Master Contract, and Field Service Agreements. Due to state budget cuts to schools over the last several years, staff requests contractors to reduce their fees for services by ten percent. The expenditures related to the listed agreements were previously authorized as part of the District's budget approval process. The exhibit shows one new agreement totaling \$22,710.71, one new agreement ratification totaling \$2,500, two extensions to existing agreements totaling \$15,000, two extension ratifications to existing agreements totaling \$16,500, four amendment ratifications to an existing agreements totaling \$120,000, and one extension and amendment ratification to an existing agreement totaling \$10,000. 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.

CUSD Strategic Plan Pillar 2: Safe and Healthy Schools

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

CUSD Strategic Plan Pillar 5: Effective Operations

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

Page 287
EXHIBIT 11

12. SPECIAL EDUCATION INFORMAL DISPUTE RESOLUTION AGREEMENTS:

Approval of the ratification of special education Informal Dispute Resolution Agreement Case #122613. Due to the confidential nature of the agreement, supporting information is provided to Trustees under separate cover.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations

13. SPECIAL EDUCATION SETTLEMENT AGREEMENT:

Approval of special education Settlement Agreement Case #2013120473. Due to the confidential nature of the agreement, supporting information is provided to Trustees under separate cover.

CUSD Strategic Plan Pillar 3: Academic Achievement & Enrichment

Contact: Sara Jocham, Assistant Superintendent, SELPA and Special Education Operations

14. AMENDMENT TO AGREEMENT BID NO. 1314-03, ASPHALT PAVING, SEALCOATING, AND REPAIR, BEN'S ASPHALT, INCORPORATED:

Approval of the Amendment to Agreement Bid No. 1314-03 for asphalt paving, sealcoating, and repair services with Ben's Asphalt, Incorporated, increasing the not-to-exceed amount to \$850,000 annually, for additional services, as requested by the District. Services provided under this contract are funded by deferred maintenance and routine restricted maintenance accounts.

CUSD Strategic Plan Pillar 5: Effective Operations

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

Page 383
EXHIBIT 14

PERSONNEL SERVICES

15. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CLASSIFIED EMPLOYEES:

Page 395
EXHIBIT 15

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.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

16. RESIGNATIONS/RETIREMENTS/EMPLOYMENT – CERTIFICATED EMPLOYEES:

Page 401
EXHIBIT 16

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.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

17. AUTHORIZATION OF COACHES TO PROVIDE SECOND SEMESTER PHYSICAL EDUCATION CREDIT:

Page 407
EXHIBIT 17

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, complete a minimum of 20 hours of first-aid instruction, have training on the harmful effects of steroid use, and be approved by the Board. 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 and first-aid instruction. Coaching stipends are budgeted and funded through the general fund or booster club donations. There is no financial impact.

CUSD Strategic Plan Pillar 5: Effective Operations

Contact: Jodee Brentlinger, Assistant Superintendent, Personnel Services

Motion by _____	Seconded by _____
ROLL CALL:	
Student Advisor Leilah Rodriguez ____	
Trustee Addonizio _____	Trustee Hatton-Hodson _____
Trustee Bryson _____	Trustee Pritchard _____
Trustee Hanacek _____	Trustee Reardon _____
	Trustee Alpay _____

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 WEDNESDAY, MARCH 12, 2014, 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

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.