



**CARMEL UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Minutes of Regular Meeting  
Wednesday, December 10, 2014**

A regular meeting of the Carmel Unified School District was held on Wednesday, December 10, 2014 in the District Office Conference Room.

**MEMBERS PRESENT:** Karl Pallastrini, President  
Rita Patel, Clerk  
John Ellison, Member  
Mark Stilwell, Member  
Annette Yee Steck, Member

Megan Zoeller, CHS Student Representative

**ALSO PRESENT:** Marvin Biasotti, Superintendent  
Tricia Zarevich, Recorder

Karl Pallastrini called the meeting to order and established a quorum.

Brett Silva led the Pledge of Allegiance.

Mark Stilwell moved and Rita Patel seconded to adopt the agenda as presented.

**MOTION CARRIED UNANIMOUSLY**

The Board of Education and Superintendent reported on the routine status of correspondence received, meeting schedules, conferences and meetings attended and recent district developments.

<u>Name</u>	<u>Topic</u>
Brett Silva	ACT reported they were happy with their meeting with the Superintendent Search Firm, felt they were heard and listened to.

CHS Student Representative, Megan Zoeller presented a report on events and activities at Carmel High School including: numerous Week of Winter activities; Dress up days, CHS toy drive, and a booth was set up for students to write letters to Santa, Macy's donated \$1 for each letter written to make-a-wish foundation.

<u>Name</u>	<u>Topic</u>
None	

Rita Patel moved and John Ellison seconded to approve the items on the Consent Agenda as presented.

**A. APPROVE MINUTES**

Minutes of October 29, 2014 Regular Meeting  
Minutes of November 19, 2014 Special Meeting  
Minutes of November 24, 2014 Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ADOPT AGENDA

COMMENTS/  
BOARD/SUPT.

COMMENTS/  
ACT/CSEA REP.

COMMENTS/  
STUDENT REP.

COMMENTS/  
VISITORS

MINUTES

**B. APPROVE WARRANTS FOR NOVEMBER 2014**

FUND	DESCRIPTION	CHECK COUNT	EXPENSE AMOUNT
01	General Fund	350	558,093.03
11	Adult Education Fund	5	1,0005.92
12	Child Development Fund	14	2,435.80
13	Cafeteria Fund	11	34,144.99
14	Deferred Maintenance Fund	2	1,457.70
40	Special Reserve – Capital Outlay	6	41,471.17
Total Number of Checks		388	638,608.61
Less Unpaid Sales Tax Liability			150.32
Net (Check Amount)			<u>638,458.29</u>

WARRANTS FOR  
NOVEMBER 2014

**C. DISPOSAL OF SURPLUS PROPERTY**

The administration recommends that the Board of Education authorize the sale or disposal of the following items that are no longer useful to the District:

Computers and Printers/Fax – retirement (D.O.)

DISPOSAL OF  
SURPLUS PROPERTY

**D. APPROVE POOL FACILITY USE AGREEMENTS**

The following Pool Use Agreement is presented for approval:

- Seaside Aquatics Club – January 2015

APPROVE POOL  
FACILITY USE  
AGREEMENTS

**E. INDEPENDENT CONTRACTOR SERVICE AGREEMENTS**

The following Independent Contractor Service Agreements are presented for approval:

DISTRICT FUNDED		
NAME	SERVICE	COST Not to Exceed
Capps, Erin Sue	To secure the accuracy of all names for the CHS Sports complex donor Wall	\$1,000.00
Sonderegger, David	Consulting Services – optimize state and federal funding for telecommunications services	\$7,500.00
Tulare e County Office of Education	Workshop- Next Generation Science Standards K-12 CUSD Science Teachers	\$3,020.40

INDEPENDENT  
CONTRACTOR  
SERVICE  
AGREEMENTS

OTHER FUNDING			
Fund	Name	Service	Cost
ASB	Thelen, Tom	Assembly on Bullying Prevention & Student Leadership	\$3,500.00

**F. RESOLUTION #14-24 AGENTS FOR DISTRICT**

Resolution #14-24: Annual approval of authorized agents to sign orders for the district is presented for adoption.

RESOLUTION #14-24  
Agents for District

**G. RESOLUTION #14-25 DEVELOPER FEES**

Resolution #14-25 Public Report of Capital Fees (“Developer Fees”) is presented for adoption.

RESOLUTION #14-25  
Developer Fee

**H. PRE-CONSTRUCTION SERVICES AGREEMENT**

The Board is asked to approve the Pre-Construction Services Agreement with Kent Construction for CHS Sport Complex Phase II.

PRE-CONSTRUCTION  
SERVICES  
AGREEMENT

**I. APPROVE LEASE LEASE-BACK AGREEMENT**

The Board is asked to approve the Lease Lease-Back Agreement with Jim Sommerville Inc. for parking lot and accessible path construction at the CMS Portables.

APPROVE LEASE  
LEASE-BACK  
AGREEMENT

**J. BOARD POLICY**

The Board is asked to approve the new Board policy as presented.

- BP 6142.94 History-Social Science Instruction

BOARD POLICY

**K. ACCEPTANCE OF GIFTS**

The Board is asked to accept the following gifts to the district:

The Del Monte Kennel Club has provided \$2,000 as their initial deposit for their July 9 – 13, 2015 dog show at Carmel Middle School.

ACCEPTANCE OF  
GIFTS

**MOTION CARRIED UNANIMOUSLY**

The following Employee of the Month were presented to the Board:

November :

Classified: Doran Atherton – Carmel Middle School

EMPLOYEE OF  
THE MONTH

Annette Yee Steck moved and Mark Stilwell seconded to adopt the following Board Policies / Bylaws for revision:

Board Policy 5144.1 Suspension and Expulsion/Due Process (Rocha)  
Board Bylaw 9270 Conflict of Interest (Biasotti)  
Exhibit 9270 Conflict of Interest (Biasotti)

BOARD POLICY  
REVISIONS

**MOTION CARRIED UNANIMOUSLY**

Annette Yee Steck moved and Rita Patel seconded to approve the Annual Audit Reported as presented by Rick Blanckmeister and Auditor, Linda Saddlemire, from Vicenti, Lloyd, Stutzman, LLP.

2013/14 ANNUAL  
AUDIT REPORT

**MOTION CARRIED UNANIMOUSLY**

Annette Yee Steck moved and Mark Stilwell seconded to approve the First Period Interim (Solvency) Report covering the period from July 1, 2014 through October 31, 2014, is presented for approval.

FIRST PERIOD  
INTERIM (SOLVENCY)  
REPORT & BUDGET  
UPDATE

**MOTION CARRIED UNANIMOUSLY**

A Tri-annual Technology Update was presented to the Board including information on changes in eRate funding, a generator for emergency power at CHS, and the new computer programming curriculum, as well as recent and planned network upgrades.

TRI-ANNUAL  
TECHNOLOGY  
UPDATE

Staff presented to the Board the steps they are taking to discuss this topic that was a concern to parents of CUSD; a general discussion ensued, and more information will be brought to the Board at a future meeting.

ADMINISTRATIVE  
REGULATION 6154:  
HOMEWORK/MAKEUP  
WORK

The Board was notified and took no action regarding nominations for California School Boards Association Delegate Assembly which are open until Monday, January 7, 2015, for Region 9-B for a two-year term.

NOMINATIONS FOR  
CSBA DELEGATE  
ASSEMBLY

Annette Yee Steck moved and John Ellison seconded to approve the minor revisions to the Board's Governance Handbook as presented.

REVIEW/REVISE  
GOVERNANCE  
HANDBOOK

**MOTION CARRIED UNANIMOUSLY**

**SCHOOL BOARD ANNUAL ORGANIZATIONAL MEETING**

SCHOOL BOARD  
ANNUAL  
ORGANIZATIONAL  
MEETING & DRAFT  
2014/15 BOARD  
MEETING SCHEDULE

POSITION	ELECTED
<b>Election of President</b> Annette Yee Steck nominated Rita Patel and John Ellison seconded. <i>MOTION CARRIED UNANIMOUSLY</i>	Rita Patel
<b>Election of Clerk</b> Karl Pallastrini nominated Mark Stilwell and John Ellison seconded. <i>MOTION CARRIED UNANIMOUSLY</i>	Mark Stilwell
<b>Appointment of Secretary</b> Karl Pallastrini nominated Marvin Biasotti and Mark Stilwell seconded. <i>Appointment Approved</i>	Marvin Biasotti
<b>APPOINTMENT OF REPRESENTATIVES TO:</b>	
<b>Community Human Services</b>	Annette Yee Steck
<i>Alternate</i>	<i>John Ellison</i>
<b>Mission Trails Regional Occupation Executive Board</b>	Karl Pallastrini
<i>Alternate</i>	<i>Mark Stilwell</i>
<b>MCOE Executive Board</b>	Rita Patel
<i>Alternate</i>	<i>Annette Yee Steck</i>
<b>Legislative Representative</b>	Karl Pallastrini
<i>Alternate</i>	<i>Mark Stilwell</i>
<b>District Drug &amp; Alcohol Committee</b>	Rita Patel
<i>Alternates</i>	<i>Karl Pallastrini &amp; Annette Yee Steck</i>
<b>District Wellness Committee</b>	John Ellison
<i>Alternate</i>	<i>Rita Patel</i>

<b>Schedule of Board Meetings – adjusted as needed</b>	2 <sup>nd</sup> & 4 <sup>th</sup> Wednesday
<b>Time of Board Meetings</b>	4:30 PM

**TOPICS FOR FUTURE MEETINGS**

TOPICS FOR  
FUTURE  
MEETINGS

ITEM	TENTATIVE DATE
	<b>Dec 10</b>
Organizational Meeting	
Resolution: Authorized Agents to Sign Orders for the District	
Resolution: Public Report of Capital Fees (“Developer Fees”)	
Tri-Annual Tech Updates	
<i>Budget Calendar</i> : Budget Update (1 <sup>st</sup> Interim, Est. Property Taxes, Enrollment Projections, Budget Assumptions)	
<b><i>Budget Calendar: Annual Audit Report</i></b>	
Nominations for California School Boards Association Delegate Assembly	
Review/revise Board’s Governance Handbook	
Approve Board Meeting Schedule	
	<b>Jan 14</b>
<b>Tularcitos School Site Presentation/Red Apple</b>	
Quarterly Williams Uniform Complaints Report	
Capital Project Updates	
<i>Budget Calendar</i> : Property Tax Update	
Local Control And Accountability Plan (LCAP)	
	<b>Jan 28</b>
Workers Compensation Program Annual Fiscal Status Report	
School Accountability Report Cards (SARC) Adoption	
<i>Budget Calendar</i> : Governor’s Proposed Budget Report	
Public Hearings: Sunshine ACT/CSEA Collective Bargaining	
	<b>Feb 11</b>
<b>Carmel High School Site Presentation/Red Apple</b>	
Resolutions: Reduction of Particular Kind of Service, <i>as needed</i>	
	<b>Mar 04</b>
<i>Tri-Annual Supt. Evaluation Meeting</i>	
<i>Supt. Search Calendar: Review of Applications and Selection of Candidates to Interview</i>	
<i>Budget Calendar</i> : Annual Goal Planning Session	
<i>Budget Calendar</i> : Second Interim Report	
Child Development Proposed Fee Schedule ( <i>if needed</i> )	
Resolutions – for Non-Reelection and/or Reduction of Particular Kind of Service ( <i>if needed</i> )	
Quarterly Treasurers Report	
<i>Budget Calendar: Budget Study Session</i>	
	<b>Mar 13</b>
<i>Supt. Search Calendar</i> : Board Interviews Candidates	
	<b>Mar 14</b>
<i>Supt. Search Calendar</i> : Board Interviews Finalists	

ON-GOING ITEMS	
Quarterly Treasurers Reports	On-going
Williams Uniform Complaints	Aug/Oct/Jan/Apr
Tri-Annual Tech Updates	Aug/Dec/Apr
Capital Projects / Updates	As Needed
Tri-Annual Supt. Evaluation Meeting	Nov/Feb/June
Board Policy Revisions and Adoptions	On-going

The next regular meeting was moved from Wednesday, January 14, to Thursday, January 15, 2014 and will be held at Tularcitos.

NEXT REGULAR MEETING

Rita Patel identified closed session topics and asked if there were any Public Comments. Hearing none, the Board adjourned to closed session.

CLOSED SESSION:

**CLOSED SESSION (GOVERNMENT CODE §54954.5)**

IDENTIFY TOPICS  
PUBLIC COMMENTS  
ADJOURN TO CLOSED SESSION

**A. IDENTIFY CLOSED SESSION TOPICS**

1. REPORT ON INVESTIGATION OF COMPLAINT AGAINST PUBLIC EMPLOYEE
2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

**B. SUGGESTIONS OR COMMENTS ON CLOSED SESSION TOPICS**

No Comments made

**C. ADJOURN TO CLOSED SESSION AT: 7:33 PM**

The Board reconvened to Open Session and Rita Patel reported that the Board took no action in closed session.

RECONVENE TO OPEN SESSION  
REPORT ACTION

**MOTION CARRIED UNANIMOUSLY**

The meeting was adjourned at 10:10 PM.

ADJOURNMENT