



**CARMEL UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Minutes of Regular Meeting  
Wednesday, January 15, 2015**

A regular meeting of the Carmel Unified School District was held on Wednesday, January 15, 2015 in the Tularcitos Elementary School Multi-Purpose Room.

MEMBERS PRESENT: Rita Patel, President  
John Ellison, Member  
Mark Stilwell, Clerk  
  
Megan Zoller, CHS Student Representative

MEMBERS ABSENT: Annette Yee Steck, Member  
Karl Pallastrini, Member

ALSO PRESENT: Marvin Biasotti, Superintendent  
Tricia Zarevich, Recorder

Rita Patel called the meeting to order and established a quorum. Mrs. Patel also notified the audience that the open session would be audio taped.

CALL TO ORDER

Mark Stilwell moved and John Ellison seconded to adopt the agenda as presented.

ADOPT AGENDA

**MOTION CARRIED UNANIMOUSLY**

Tularcitos students led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The Board of Education and Superintendent reported on the routine status of correspondence received, meeting schedules, conferences and meetings attended and recent district developments. Mrs. Patel also mentioned that Annette Yee Steck and Karl Pallastrini sent her regrets for not being at the meeting, but that they are both taking care of their elderly parents.

COMMENTS/  
BOARD/SUPT.

CHS Student Representative, Megan Zoller presented a report on events and activities at Carmel High School including: The drug awareness assembly, private school tour for incoming 8<sup>th</sup> graders, cafeteria food survey, elective fairs, and various upcoming events.

COMMENTS/  
STUDENT REP.

Name                      Topic  
None

COMMENTS/  
ACT/CSEA REP.

Name                      Topic  
None

COMMENTS/  
VISITORS

John Ellison moved and Mark Stilwell seconded to approve the items on the Consent Agenda as presented.

**A. APPROVE MINUTES**

MINUTES

Minutes of December 10, 2014 Organizational Meeting

**B. APPROVE THE FOLLOWING PERSONNEL ITEMS**

**Classified Personnel**

Employee Name:	Joshua B. Leigh
Position:	Campus Aide
Employee Status:	Probationary
Type of Action:	Ratify Employment
Effective Date:	1/5/15
Location:	Carmel High School

Employee Name:	Patty "Patrice" Szeszowicki
Position:	Account Clerk II
Employee Status:	Probationary
Type of Action:	Ratify Employment
Effective Date:	1/5/15
Location:	Business Office

**Non-Represented Personnel**

Employee Name:	Maitri Spence-Sharpe
Position:	Student Worker
Employee Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	11/19/14
Location:	CCDC

Employee Name:	Pamela Stachelek (also Certificated Substitute)
Position:	Varsity Swim Coach-Girls
Employee Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	2/2/15
Location:	CHS

Employee Name:	William Neidinger
Position:	Softball Coach
Employee Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	2/2/15
Location:	CHS

Employee Name:	Helen Suarez
Position:	Basketball Coach-Girls
Employee Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	11/3/14
Location:	CHS

**Classified Substitutes**

Ratify the employment of the following **Classified Substitutes** on an "on-call, as needed" basis for the **2014-15** school year:

Catherine Zahm	Jessica Perlman	
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**Certificated Substitutes**

Ratify the employment of the following **Classified Substitutes** on an "on-call, as needed" basis for the **2014-15** school year:

Katherine Adams	Amanda Baird	David Giertz
Kathleen Reilly	Robert Saldana	Pamela Stachelek
Yin He Wang		

**C. APPROVE THE FOLLOWING FIELD TRIPS**

APPROVE FIELD TRIPS

SCHOOL:	Carmel High School
EVENT:	Mock Trial
PLACE:	Santa Susana High School
OBJECTIVES:	Mock Trial
# OF STUDENTS:	14
DEPARTING:	Friday, January 23, 2015 – 2:30 pm
RETURNING:	Sunday, January 25, 2015 - tbd
CHAPERONES:	Schrier, Cambra
COST TO STUDENT:	\$50 (meals)
VIA:	District Vans

SCHOOL:	Carmel High School
EVENT:	CCS Wrestling Championship
PLACE:	Independence High School, San Jose, CA
OBJECTIVES:	CCS Wrestling Championship
# OF STUDENTS:	4-6
DEPARTING:	Thursday, February 26, 2015 - 7:00 pm
RETURNING:	Saturday, February 28, 2015 - 10:00 pm
CHAPERONES:	DeVlaminck
COST TO STUDENT:	\$75 (meals)
VIA:	District Vans

SCHOOL:	Carmel High School
EVENT:	Desert Trip
PLACE:	Joshua Tree National Park – Los Angeles, CA
OBJECTIVES:	Desert Ecology
# OF STUDENTS:	55
DEPARTING:	Saturday, April 4, 2015 – 7:00 am
RETURNING:	Saturday, April 11, 2015 – 6:00 pm
CHAPERONES:	Mass-Baldwin, Granbery, Mello, Shrier, Grummon, Fletcher, Lake, West, Rosen, Baer
COST TO STUDENT:	\$315 (Food, Equipment, and Logistics)
VIA:	Bus and District Vans

**D. QUARTERLY WILLIAMS UNIFORM COMPLAINTS REPORT**

The Board is asked to approve the Quarterly Williams Uniform Complaints Report for October through December as presented.

QUARTERLY WILLIAMS  
UNIFORM COMPLAINTS  
REPORT

**E. 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:

- Algebra Program CD-ROMS (CHS) - donation
- Computer Equipment (DO) – retire
- Misc. AV Equipment (DO) – retire

DISPOSAL OF SURPLUS  
PROPERTY

**F. INDEPENDENT CONTRACTOR SERVICE AGREEMENTS**

The following Independent Contractor Service Agreements were presented for approval:

DISTRICT FUNDED		
NAME	SERVICE	COST Not to Exceed
Campbell, June H.	Speech & Language Therapy SpEd	\$7,000.00
Mayo, Taffra	Development and Writing of Captain Coopers Title 1 School Plan	\$3,000.00

**G. CHANGE ORDER LIST**

The Board is asked to approve the Change Order List as presented.

**H. RESOLUTION #15-01 NOTICE OF COMPLETION**

The Board is asked to adopt Resolution #15-01 for completion of work, without exceptions, by Kent Construction, Inc. for the Carmel High School Sports Complex Phase I.

**MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE**

**I. WORKERS COMPENSATION PROGRAM ANNUAL FISCAL STATUS REPORT**

The Board is asked to approve the Workers Compensation Program Annual Fiscal Status Report as presented.

**A. Estimate of Accrued but Unfunded Claims**

In accordance with the provisions of Assembly Bill 3141 (Chapter 650 Statutes of 1994), school districts that are self-insured for workers' compensation claims, either as an individual district or as a member of a joint powers agenda (JPA), are required to provide annual accrual information regarding their estimated accrued liability.

Carmel Unified School District is a member of the Monterey Educational Risk Management Authority JPA (MERMA) for workers compensation claims. MERMA has provided calculations of pooled net assets as of June 30, 2014. According to this report, Carmel Unified School District's portion of undesignated pooled fund balance is \$807,085.

**B. Reserves for Unfunded Claims**

As per the attached letter, the Monterey Educational Risk Management Authority's Board does not recommend the district reserve additional resources for the purpose as claims liabilities are paid over an extended time period.

**MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE**

Ryan Peterson presented the following Employee of the Month Award for December:

Certificated  
Debi Proctor

Ryan Peterson presented the Red Apple Outstanding Volunteer Award for Tularcitos School to Tiffany Buraglio for her support and service to the students and staff at Tularcitos School.

INDEPENDENT  
CONTRACTOR SERVICE  
AGREEMENTS

CHANGE ORDER LIST

RESOLUTION #15-01  
Notice of Completion

WORKERS  
COMPENSATION  
PROGRAM

EMPLOYEE OF THE  
MONTH

RED APPLE VOLUNTEER  
AWARD

Ryan Peterson, students, and staff presented on the following topics:

1. Principals Report
2. PTO Report
3. Specialist/Pull-Out Classes Presentation
4. Next Steps

Paul Behan shared that the district has an opportunity to receive a grant for high speed internet connectivity at Captain Cooper School and asked the Board to approve the Memorandum of Understanding (MOU), and asked for approval to proceed with the Request for Proposal (RFP).

Mark Stilwell moved and John Ellison seconded to approve the Memorandum of Understanding as presented.

**MOTION CARRIED UNANIMOUSLY**

An update on the District’s Capital Projects was presented to the Board. Topics included, but were not limited to:

- CHS Baseball Scoreboard: Discussed current status and project timeline.
- CHS Gym Bleachers – Discussed current status and next steps in selection of new architect.
- CHS Shade Structure – Discussed status of funding and potential for expanded project scope.
- District Office – Discussed current status and project improvements.
- CMS Habitat Outdoor Classroom Surfacing - Briefed Board on the request from site and potential funding sources. To be revisited at a future meeting.

Administration recommended joining the coalition with School Services of California to advocate for a dedicated appropriation to fund CalSTRS rate increases that are currently scheduled to be absorbed by local school districts.

**MOTION CARRIED UNANIMOUSLY**

The Board was notified of leaves/resignations/retirements that were accepted by the Superintendent.

ITEM	TENTATIVE DATE
	<b>Jan 28</b>
School Accountability Report Cards (SARC) Adoption	
<i>Budget Calendar: Budget Assumptions</i>	
<i>Budget Calendar: Governor’s Proposed Budget Report</i>	
Public Hearings: Sunshine ACT/CSEA Collective Bargaining	
Adult Education Report	
	<b>Feb 11</b>
<b>Carmel High School Site Presentation/Red Apple</b>	
Resolutions: Reduction of Particular Kind of Service, <i>as needed</i>	
Valedictorian	

TULARCITOS SITE PRESENTATION

MEMORANDUM OF UNDERSTANDING Broadband Infrastructure Improvement Grant

CAPITAL PROJECTS

CALSTRS FUNDING COALITION

LEAVES/RESIGNATIONS/RETIREMENTS

TOPICS FOR FUTURE MEETINGS

	<b>Mar 04</b>
<i>Supt. Search Calendar: Review of Applications and Selection of Candidates to Interview (Closed Session)</i>	
Child Development Proposed Fee Schedule (Consent)	
Quarterly Treasurers Report (Consent)	
<i>Budget Calendar: Second Interim Report (15 min – First Item on Information/Discussion/Possible Action)</i>	
Resolutions – for Non-Reelection and/or Reduction of Particular Kind of Service (05 min- Second Item on Information/Discussion/Possible Action )	
	<b>Mar 13</b>
<i>Supt. Search Calendar: Board Interviews Candidates</i>	
	<b>Mar 14</b>
<i>Supt. Search Calendar: Board Interviews Finalists</i>	
	<b>Mar 18</b>
<i>Budget Calendar: Annual Goal Planning Session</i>	
	<b>Apr 01</b>
<b>Carmel Valley High School Site Presentation/Red Apple</b>	
Form 700 Training with Legal Council	
Williams Uniform Complaint Report	
Tri-Annual Tech Updates	
	<b>Apr 22</b>
Operation Padre Thank You Reception	
<i>Budget Calendar: Budget Study Session 1 – Preliminary Budget</i>	

<b>ON-GOING ITEMS</b>	
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 will be Wednesday, January 28, 2015 and will be held in the Carmel Middle School Library.

NEXT REGULAR MEETING

The meeting was adjourned at 6:00 PM.

ADJOURNMENT