



**CARMEL UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Minutes of Regular Meeting  
March 17, 2015**

A regular meeting of the Carmel Unified School District was held on Wednesday, March 17, 2015 at Carmel Valley High School.

MEMBERS PRESENT: Rita Patel, President  
Mark Stilwell, Clerk  
John Ellison, Member  
Karl Pallastrini, Member  
Annette Yee Steck, Member  
  
Megan Zoller, CHS Student Representative

ALSO PRESENT: Marvin Biasotti, Superintendent  
Tricia Zarevich, Recorder

Rita Patel called the meeting to order and established a quorum.

Annette Yee Steck moved and John Ellison seconded to adopt the agenda as presented.

**MOTION CARRIED UNANIMOUSLY**

Tom Stewart led the Pledge of Allegiance.

The audience was notified that the open session would not be audio taped.

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

CHS Student Representative, Megan Zoller presented a report on events and activities at Carmel High School.

<u>Name</u>	<u>Topic</u>
Stephanie, ACT	Thanked CVHS for the Site Visit, shared it was nice to visit another site

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

Annette Yee Steck moved and Mark Stilwell seconded to approve the items on the Consent Agenda, pulling item I per Administrations request.

**A. APPROVE MINUTES**  
Minutes of Feb 11, 2015 Regular Meeting  
Minutes of Mar 04, 2015 Regular Meeting

CALL TO  
ORDER  
ADOPT  
AGENDA

PLEDGE OF  
ALLEGIANCE

NOTIFICATION  
TO AUDIENCE

COMMENTS/  
BOARD/SUPT.

COMMENTS/  
STUDENT REP.

COMMENTS/  
ACT/CSEA  
REP.

COMMENTS/  
VISITORS

APPROVE  
MINUTES

**B. APPROVE PERSONNEL ITEMS AS PRESENTED**

**Non-Represented Personnel**

Employee Name:	Michael Brown
Position:	JV Boys Baseball Coach
Employment Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	3/2/15
Location:	Carmel High School

**Classified Personnel**

Employee Name:	Parrish D. Taylor
Position:	Technical Assistant-Behavioral Specialist
Employment Status:	Probationary
Type of Action:	Ratify Employment
Effective Date:	3/23/15
Location:	Carmel High School

Employee Name:	Natalie K. Taggart
Position:	Instructional Assistant
Employee Status:	Temporary
Type of Action:	Ratify
Effective Date:	3/16/15
Location:	Tularcitos Elementary School

**Certificated Substitutes**

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

Dora Noton	Linda Spark	Georgene Rugg
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**Classified Substitutes**

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

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**C. APPROVE THE FOLLOWING FIELD TRIPS**

SCHOOL:	Carmel High School
EVENT:	Annual Arroyo Grande 7-on-7 Tourney & Lineman Competition
PLACE:	Arroyo Grande High School, Arroyo Grande, CA
OBJECTIVES:	Competitive opportunity for student athletes; team building/bonding
# OF STUDENTS:	40
DEPARTING:	Thurs July 9, 2015
RETURNING:	Sat July 11, 2015
CHAPERONES:	Anderson, Ward, Stewart, Meheen
COST TO STUDENT:	\$45.00 (meals)
VIA:	District Vans and/or Bus

APPROVE  
FIELD TRIPS

SCHOOL:	Tularcitos School
EVENT:	Balclutha Tall Ship Overnight Field Trip
PLACE:	HYDE Street Pier, San Francisco, CA
OBJECTIVES:	Living History: Students play the part of a crew preparing a 300 foot long tall ship to sail.
# OF STUDENTS:	27
DEPARTING:	Thurs
RETURNING:	Fri
CHAPERONES:	Bonyng + parents
COST TO STUDENT:	\$0.00
VIA:	District Approved Parent Vehicles

**D. INDEPENDENT CONTRACTOR SERVICE AGREEMENTS**

The following Independent Contractor Service Agreements are presented for approval:

INDEPENDENT  
CONTRACTOR  
SERVICE  
AGREEMENTS

DISTRICT FUNDED		
NAME	SERVICE	COST Not to Exceed:
AG Words	Spanish translation of writing documents - DO	\$ 855.12
Bloch, Stephanie	Guest Dance Instructor - CHS	\$ 200.00
Demsey, Filliger & Assoc.	GASB 45 Actuarial Services – DO	\$ 6,000.00
IAMP	Graduation Sound System Installation - CHS	\$ 2,500.00
Kessler, Art	Piano Repairs – CHS	\$ 1,050.00
Massey, Claire	Piano Accompanist for CCS Choral Fest. – CHS	\$ 200.00
Maxim Staffing Solutions	Substitute Nursing Services – DO	\$ 5,000.00
Sonderegger, David	Consulting Services - Telecommunications, Internet, and Wide Area Services - DO	\$ 2,000.00
Tenera Environmental	Revise Storm Water Pollution Prevention Plan (SWPPP) - MOT	\$ 6,900.00
Vivit Musical Instrument Repair	Stringed Instrument Repairs - Tular	\$ 400.00

**E. APPROVE WARRANTS FOR FEBRUARY 2015**

WARRANTS

FUN D	DESCRIPTION	CHECK COUNT	EXPENSE AMOUNT
01	General Fund	308	429,759.19
11	Adult Education Fund	2	222.95
12	Child Development Fund	17	6,449.71
13	Cafeteria Fund	12	21,876.51
14	Deferred Maintenance Fund	2	22,322.35
40	Special Reserve – Capital Outl	11	193,812.93
Total Number of Checks		338	674,443.64
Less Unpaid Sales Tax Liability			281.99
<b>Net (Check Amount)</b>			<b>674,161.65</b>

**F. 2015/16 BRANDMAN UNIVERSITY INTERNSHIP CONTRACT AGREEMENT**

CONTRACT  
AGREEMENT  
Brandman  
University

The Board is asked to approve an Internship Contract Agreement between the district and Brandman University as presented.

<b>G.</b>	<b>AQUA TERRA AGREEMENT REVISION</b>	The Board is asked to approve the amendment to the Aqua Terra Culinary Contract as presented.	AGREEMENT REVISION: Aqua Terra
<b>H.</b>	<b>MEMORANDUM OF UNDERSTANDING</b>	The Board is asked to approve the Memorandum of Understanding (MOU) between Carmel Unified School District and the Monterey County Office of Education (MCOE) for Internet Access Service as presented.	MEMORANDUM OF UNDERSTANDING
<b>I.</b>	<b>PRICING SCHEDULE APPROVAL</b>	The Board is asked to approve the AT&T Switched Ethernet Service Pricing Schedule (under existing AT&T Master Agreement #201303143438UA) as presented.	PRICING SCHEDULE APPROVAL
<b>J.</b>	<b>POOL USE AGREEMENT</b>	The following Pool Use Agreement is presented for approval: Seaside Aquatics Club - Ratify March Contract	POOL USE AGREEMENT
<b>K.</b>	<b>CALIFORNIA HIGH SCHOOL EXIT EXAM WAIVER (CAHSEE)</b>	The Board is asked to approve California High School Exit Exam (CAHSEE) Waivers for fifteen students as presented.	CALIFORNIA HIGH SCHOOL EXIT EXAM WAIVER
<b>L.</b>	<b>REVISED JOB DESCRIPTION</b>	The Board is asked to approve the revised job description for the Director of Fiscal Services as presented.	REVISED JOB DESCRIPTION: Director of Fiscal Services
<b>M.</b>	<b>APPROVE REVISIONS TO CONFLICT OF INTEREST BOARD BYLAW &amp; EXHIBITS (BB 9270)</b>	The Board is asked to approve the County Clerk's Office required revisions to the Conflict of Interest BB 9270 and Exhibits that were approved December 10, 2014.	REVISED CONFLICT OF INTEREST
<b>N.</b>	<b>DISPOSAL OF SURPLUS PROPERTY</b>	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: <ul data-bbox="251 1249 714 1344" style="list-style-type: none"><li>• Computer Equipment (CHS) – retire</li><li>• Misc. AV Equipment (CHS) – retire</li><li>• Nutri-Kids Station (CCDC) – retire</li></ul>	DISPOSAL OF SURPLUS PROPERTY
<b>O.</b>	<b>HEALTH TEXTBOOK ADOPTION</b>	The following textbook for Health for Carmel High is presented to the Board for adoption. This adoption includes supplemental and teacher materials. Glencoe Health, © 2011, McGraw-Hill  Student Textbook 978-0-07-891328-0  Student Workbook 978-0-07-894263-1	HEALTH TEXTBOOK ADOPTION
<b>P.</b>	<b>BOARD POLICY/BYLAW REVISIONS</b>	The Board is asked to approve revisions to the following Board Policies and Bylaws: Board Policy Revisions: <ul data-bbox="251 1858 925 1953" style="list-style-type: none"><li>• BP 1330 Use of District Facilities and Grounds</li><li>• BP 5125 Student Records</li><li>• BB 9321 Closed Session Purpose and Agendas</li></ul>	BOARD POLICY/BYLAW REVISIONS

**Q. ACCEPTANCE OF GIFTS**

The Board is asked to accept the following gifts to the district:  
The CHS Class of 1964 has donated funds for the purchase and installation of a flag pole at Carmel High School. Estimated value: \$2,700.00

**MOTION CARRIED UNANIMOUSLY**

**CARMEL VALLEY HIGH SCHOOL SITE PRESENTATION**

The Carmel Valley High School Principal, staff and students presented an update on the following topics.

1. Introductions (Stewart)
2. WASC (Burger)
3. ROP (Anicetti)
4. Student Presentation

CARMEL VALLEY  
HIGH SCHOOL  
SITE  
PRESENTATION

Legal Counsel presented the Board with a PowerPoint presentation on the Conflict of Interest Training, form 700 requirements and regulations.

CONFLICT OF  
INTEREST  
TRAINING

An update on the District's Capital Projects were presented to the Board. *(District Objective 2.1)*  
Topics included, but were not limited to:

CAPITAL  
PROJECTS  
UPDATE

- CHS Administration Building – College and Career Center revisions were presented to the Board and an update on process was given. It was a consensus of the Board to take a roll call vote to approve revisions, and authorize District Staff and the Architect to incorporate them into the plans.
- CHS Multi-Sports Facility – Phase II – staff updated the Board on the timeline of phase II.
- Other on-going projects – Staff updated the Board on budgets and timelines for various projects such as CHS Fire Lane Extension, CHS Pool Shade Structure and CHS Baseball Scoreboard.

**MOTION CARRIED BY A ROLL CALL VOTE (4-1)**

Rita Patel – N; Annette Yee Steck – Y; Mark Stilwell – Y; John Ellison – Y; Karl Pallastrini - Y

MEarth Staff presented an overview of the program and all the various sustainability programs they offer.

MEARTH  
PRESENTATION

Superintendent Biasotti asked to pull the item and have it brought back at the next Board meeting for approval on the consent agenda.

2016/17 SCHOOL  
CALENDAR

**NOTIFICATION OF OUT-OF-STATE TRAVEL**

The Board is being notified of out-of-state travel that has been approved by the Superintendent as follows:

NOTIFICATION OF  
OUT-OF-STATE  
TRAVEL

Employee Name:	Holly Lederle
School Site/Dept:	Carmel High School
Event Name:	National Art Education Association Annual Convention
Location:	New Orleans
Departing:	Wednesday, March 25, 2015
Returning:	Saturday, March 28, 2015
Cost to District:	\$1,460 <i>(approximately)</i>

**NOTIFICATION OF LEAVES/RESIGNATIONS/RETIREMENTS**

The Board is notified of the following leaves/resignations/retirements that have been accepted by the Superintendent:

NOTIFICATION OF  
LEAVES/  
RESIGNATIONS/  
RETIREMENTS

Employee Name:	David R. Soto
Position:	Bus Driver
Employment Status:	Retirement
Type of Action:	Ratify
Effective Date:	6/6/15
Location:	Transportation Department

Employee Name:	Lynn Handshy
Position:	Teacher – 2nd Grade
Employment Status:	Retirement
Type of Action:	Ratify
Effective Date:	6/8/15
Location:	Tularcitos Elementary

**TOPICS FOR FUTURE MEETINGS**

TOPICS FOR  
FUTURE  
MEETINGS

ITEM	TENTATIVE DATE
	April 1
Williams Uniform Complaint Report	
Board Policy Revisions	
	April 16
Annual Goal Planning Session	
	Apr 22
Budget Study Session 1 – Preliminary Budget	
Resolution: Eliminate/ Reduce Classified Services and Decision Not to Reemploy Certain Classified Employees	
LCAP Public Hearing	
	May 13
Presentation of Proposed Final Budget/Governor’s May Revise	
Annual Designation of California Interscholastic Federation (CIF) League Representatives	
Ocean Guardian School Grant Applications (Annual renewal needed?)	
District Goals – First Reading	
Approve Course Outlines, as needed	
Textbook Adoptions, as needed	
Tri-Annual Tech Update	
	May 27
<b>Carmel Child Development Center (CCDC) Site Presentation/Red Apple</b>	
	Jun 10
Public Hearing and Budget Adoption for FY 2015-16	
	June 24
Tri-Annual Supt Evaluation	

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

The next regular meeting will be held on Wednesday, April 01, 2015 in the Carmel High School Library.

NEXT REGULAR MEETING

Rita Patel identified the Closed Session topics:

**A. CLOSED SESSION ITEMS (GOVERNMENT CODE §54954.5)**

**1. CONFERENCE WITH BOARD’S REPRESENTATIVES TO THE NEGOTIATION PROCESS**

Board’s Representative: Biasotti, Blanckmeister, Gross, and Hendricks  
Employee Organizations: Association of Carmel Teachers,  
California School Employees Association, Carmel Chapter 190,  
Non Represented, Classified Management

NAME  
None

TOPIC

IDENTIFY  
CLOSED  
SESSION TOPICS

PUBLIC  
COMMENTS/  
ON CLOSED  
SESSION TOPICS

The Board adjourned to Closed Session at 8:00 p.m.

ADJOURN TO  
CLOSED  
SESSION

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  
TAKEN, IF ANY

The meeting was adjourned at 8:45 p.m.

ADJOURNMENT