



**CARMEL UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

**Minutes of Regular Meeting
October 29, 2014**

A regular meeting of the Carmel Unified School District was held on Wednesday, October 29, 2014 at the Carmel Middle School Library.

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

MEMBERS ABSENT: Megan Zoeller, Student Board Representative

ALSO PRESENT: Marvin Biasotti, Superintendent
Tricia Zarevich, Recorder

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

CALL TO ORDER

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

ADOPT AGENDA

MOTION CARRIED UNANIMOUSLY

Mark Stilwell led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The audience was notified that the open session would be audio taped.

NOTIFICATION TO AUDIENCE

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

COMMENTS/ BOARD/SUPT.

None

COMMENTS/ STUDENT REP
COMMENTS/ ACT/CSEA REP.

<u>Name</u>	<u>Topic</u>
Debra - ACT	Thanked the Board and Staff for their support.

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

COMMENTS/ VISITORS

Annette Yee Steck moved and Rita Patel seconded to approve the items on the Consent Agenda as presented.

A. APPROVE MINUTES

APPROVE MINUTES

Minutes of October 06, 2014 Regular Meeting

B. APPROVE PERSONNEL ITEMS AS PRESENTED

APPROVE
PERSONNEL ITEMS
AS PRESENTED

Classified Personnel

Employee Name:	Mathew Sullivan
Position:	Maintenance II
Employee Status:	Probationary
Type of Action:	Ratify Employment
Effective Date:	10/07/14
Location:	MOT

Non-Represented Personnel

Employee Name:	Amy Thomas
Position:	Lay Reader
Employee Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	09/19/14
Location:	CHS

Employee Name:	Linda Johnson
Position:	Lay Reader
Employee Status:	Temporary
Type of Action:	Ratify Employment
Effective Date:	09/18/19
Location:	CMS

Certificated Substitutes

Ratify the employment of the following **Certificated Substitutes** on an "on-call, as needed" basis for the **2014/2015** school year:

Petra Crooks	Dana Grimm	Lauren Vevoda
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Classified Substitutes

Ratify the employment of the following **Certificated Substitutes** on an "on-call, as needed" basis for the **2014/2015** school year:

Sally Ann Carmenita		
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C. APPROVE THE FOLLOWING FIELD TRIPS

APPROVE
FIELD TRIPS

SCHOOL:	Carmel Middle School
EVENT:	Anza-Borrego Desert Trip
PLACE:	200 Palm Canyon Drive, Borrego Springs, CA
OBJECTIVES:	Reward, Outdoor Ed, Grit & Perseverance Training
# OF STUDENTS:	12
DEPARTING:	Friday, November 7, 2014
RETURNING:	Tuesday, November 11, 2014
CHAPERONES:	Faculty, Parent Chaperones
COST TO STUDENT:	\$100
VIA:	School Vans (2)

D. 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.

- Misc. AV Equipment & Computers – retire (CHS)
- Temporary Discuss Ring – retire (CMS)
- Misc. Computer Equipment – retire (D.O.)

DISPOSAL OF
SURPLUS
PROPERTY

E. APPROVE WARRANTS FOR SEPTEMBER 2014

FUND	DESCRIPTION	CHECK COUNT	EXPENSE AMOUNT
01	General Fund	316	642,940.99
11	Adult Education Fund	5	623.91
12	Child Development Fund	12	4,483.78
13	Cafeteria Fund	11	27,509.03
14	Deferred Maintenance Fund	3	97,506.23
40	Special Reserve – Capital Outl	9	541,350.18
Total Number of Checks		345	1,314,414.12
Less Unpaid Sales Tax Liability			847.67
Net (Check Amount)			1,313,566.45

APPROVE
WARRANTS
SEPTEMBER 2014

F. INDEPENDENT CONTRACTOR SERVICE AGREEMENTS

The following Independent Contractor Service Agreements are presented for approval:

DISTRICT FUNDED		
Name	Service	Cost (Not to exceed)
Haase, Bruce Photography	District Wide Photography Service	\$ 1,000.00
Johnson Electronics	Replace CMS Clock System	\$ 13,918.00
Johnson Electronics	Install two Cameras at CHS Sports Complex	\$ 3,685.00
Kessler, Art	Piano tuning – CHS	\$ 540.00
Kessler, Art	Piano tuning – CMS	\$ 270.00
Kleinfelder	Construction Testing for CCDC Shade Structure	\$ 7,200.00
M3 Environmental Consulting, LLC	Lead paint testing for CHS	\$ 4,665.00
M3 Environmental Consulting, LLC	Lead paint testing for River	\$ 3,025.00
M3 Environmental Consulting, LLC	Lead paint testing for CMS	\$ 5,495.00
Vonada, Judy	Facilitation Services for Negotiation	\$ 10,000.00

INDEPENDENT
CONTRACTOR
SERVICE
AGREEMENTS

G. APPROVE CONTRACT FOR LEGAL SERVICES – BOND COUNSEL

The Board is asked to approve the contract for services with Stradling Yocca Carlson & Rauth to provide legal services for Bond issue reporting as presented.

CONTRACT FOR
LEGAL SERVICES

H. APPROVE POOL USE AGREEMENT

The following Pool Use Agreement is presented for approval:

- Seaside Aquatics – Morning Masters Swim Program - November 2014

POOL USE
AGREEMENT

I. APPROVE AMENDMENT TO MASTER AGREEMENT

The Board is asked to approve the Amendment (Exhibit A) to Master Agreement with Mark Bartos Architecture, Inc. for Carmel High School Building Exterior Fencing Study as presented.

AMENDMENT TO
MASTER
AGREEMENT –
BARTOS
ARCITECTURE

J. APPROVE REVISED MASTER AGREEMENT

The Board is asked to approve the Revised Master Agreement for Architectural Services with HGHB as presented.

REVISED MASTER
AGREEMENT –
HGHB

K. APPROVE AMENDMENT TO MASTER AGREEMENT

The Board is asked to approve the Amendment (Exhibit A) to Master Agreement with HGHB for installation of Carmel High Baseball Scoreboard as presented.

AMENDMENT TO
MASTER
AGREEMENT –
HGHB

L. APPROVE AMENDMENT TO MASTER AGREEMENT

The Board is asked to approve the Amendment (Exhibit A) to Master Agreement with HGHB for Carmel High Classrooms 41-42 Reconfiguration as presented.

AMENDMENT TO
MASTER
AGREEMENT –
HGHB

M. APPROVE AMENDMENT TO MASTER AGREEMENT

The Board is asked to approve the Amendment (Exhibit A) to Master Agreement with HGHB for Carmel High Temporary Administration Building and Restroom as presented.

AMENDMENT TO
MASTER
AGREEMENT –
HGHB

N. APPROVE AMENDMENT TO MASTER AGREEMENT

The Board is asked to approve the Amendment (Exhibit A) to Master Agreement with HGHB for Carmel High Turfblock (Fire Lane Extension) as presented.

AMENDMENT TO
MASTER
AGREEMENT –
HGHB

O. APPROVE CONTRACT WITH DAVE FOORD

The Board is asked to approve the contract with Dave Foord as Inspector of Record for services of the CCDC Shade Structure Project as presented.

CONTRACT
DAVE FOORD

P. APPROVE AGREEMENT FOR ARCHITECTURAL SERVICES

The Board is asked to approve the Architects agreement for design and coordination of value engineering revisions to the Carmel High Administration Building project as presented.

ARCHITECTURAL
SERVICES
AGREEMENT

Q. APPROVE LEASE LEASE-BACK AGREEMENT

The Board is asked to approve the Lease Lease-Back Agreement with Kent Construction for the Carmel Child Development Center (CCDC) Shade Structure Project as presented.

LEASE LEASE-BACK
AGREEMENT

R. BOARD POLICY

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

- 4112.21 Interns

BOARD POLICY
REVISION

S. JOB DESCRIPTION REVISION

The Board is asked to approve revision of the job description for Financial Analyst.

JOB DESCRIPTION
REVISION – Financial
Analyst

T. ACCEPTANCE OF GIFTS

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

- Robert Burns – Photography Equipment valued at \$785.00 for CHS Photography Program.

ACCEPTANCE OF
GIFTS

I. QUARTERLY WILLIAMS UNIFORM COMPLAINTS REPORT

The Board is asked to approve the Quarterly Williams Uniform Complaints Report for June 30 through September 30, 2013 as presented.

QUARTERLY
WILLIAMS UNIFORM
COMPLAINTS
REPORT

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

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

Classified

Miguel Corral Site: Tularcitos

EMPLOYEE
OF THE MONTH

Certificated

Mary Bankston Site: Tularcitos
Charissa Ledbetter Site: Tularcitos

Marvin Biasotti explained to the Board that this was an annual School Sponsored Field Trip that should have been approved under the consent agenda. Annette Yee Steck moved and Mark Stilwell seconded to approve the school sponsored field trip to the ACDA Coastal Region Honor Choir Festival as presented.

SCHOOL
SPONSORED TRIP
REQUEST

MOTION CARRIED UNANIMOUSLY

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

- CHS Multi-Sports Complex - staff shared that phase I is complete and the final inspection will be in approximately one week; Phase II is behind on timeline approximately 3 to 4 weeks.
- CHS Administration Building - staff updated the Board on the progress on implementation of staffing location during time of construction.
- CHS Landscaping – staff updated the Board on the landscaping beautification project.
- CHS Parking Proposal – staff presented the Board with parking proposal options, the Board asked staff to discuss options with Caltrans and bring back to the Board at a later time.

CAPITAL
PROJECTS
UPDATE

Tabled to November 24, 2014 Board meeting.

ADULT EDUCATION
REPORT

Annette Yee Steck moved and Rita Patel seconded to approve the naming of the planned College and Career Center after Marvin Biasotti.

NAMING OF
DISTRICT FACILITY

MOTION CARRIED UNANIMOUSLY

Tabled to November 24, 2014 Board meeting.

BOARD POLICY
REVISION

Tabled to November 24, 2014 Board meeting

BOARD POLICY
ADOPTION

Tabled to November 24, 2014 Board meeting

BOARD POLICY
ELIMINATION

Rita Patel moved and Mark Stilwell seconded to approve minor revision of Superintendent's contract as presented.

MINOR REVISION OF
SUPERINTENDENT'S
CONTRACT

MOTION CARRIED UNANIMOUSLY

John Ellison moved and Annette Yee Steck seconded to approve addendum to Superintendent's contract as presented.

ADDENDUM TO
SUPERINTENDENT'S
CONTRACT

MOTION CARRIED UNANIMOUSLY

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

NOTIFICATION
OF LEAVES/
RESIGNATIONS/
RETIREMENTS

Employee Name:	Ian Anderson
Position:	Tech. Assistant
Employment Status:	Permanent
Type of Action:	Resignation
Effective Date:	10/24/14
Location:	River

Employee Name:	Maureen Hergert
Position:	Confidential Financial Analyst
Employment Status:	Probationary
Type of Action:	Resignation
Effective Date:	10/17/14
Location:	District Office

The administration recommends cancelling the regular meeting scheduled for November 12, 2014. The decision was reversed and the Board will be polled for an alternate date and time to hold the Regular Board Meeting.

BOARD MEETING
SCHEDULE

TOPICS FOR FUTURE MEETINGS

	TENTATIVE DATE
	Dec 10
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 st Interim, Est. Property Taxes, Enrollment Projections, Budget Assumptions)	
<i>Budget Calendar:</i> Annual Audit Report	
Nominations for California School Boards Association Delegate Assembly	
Review/revise Board's Governance Handbook	
Approve Board Meeting Schedule	
	Jan 14
Tularcitos School Site Presentation/Red Apple	
Quarterly Williams Uniform Complaints Report	
Capital Project Updates	
<i>Budget Calendar:</i> Property Tax Update	
Local Control And Accountability Plan (LCAP)	
Public Hearings: Sunshine ACT/CSEA/CUSD Collective Bargaining	
	Jan 28
Workers Compensation Program Annual Fiscal Status Report	
School Accountability Report Cards (SARC) Adoption	
<i>Budget Calendar:</i> Governor's Proposed Budget Report	

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
Annual Board Policy Reviews	On-going
There are no regular Board meetings in July. A special meeting will be scheduled, only if needed.	

The next meeting will be a Regular Board meeting date/time/location to be determined for Change in Regular Meeting date of November 12, 2014.

The meeting was adjourned at 5:06 PM.

TOPICS FOR FUTURE MEETINGS

NEXT REGULAR MEETING

ADJOURNMENT