

**EXHIBIT 13**

**LAURA CARRASCO**

**CONFIDENTIAL**

994 Loyola Way  
Livermore, Ca 94550  
USA

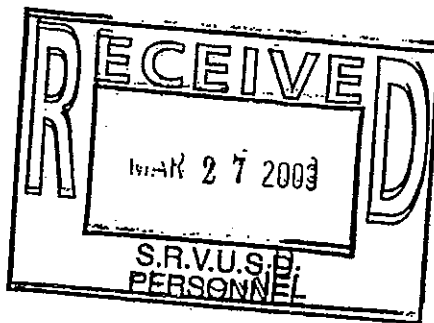
*Response p-file  
w/2/27/03  
LETTER  
JRL*

Home Phone (925) 443-9865

**EXHIBIT #8**

March 26, 2003

Dave Lorden, Principal  
Sylvia Ryan, Vice Principal  
c/o San Ramon Valley High School  
140 Love Lane  
Danville, CA 94526



**Re: Laura Carrasco Alleged Incident Report - 2/27/03**

Dear Dave & Sylvia:

Let me begin my response by saying that this whole ordeal has been very upsetting and painfully stressful for me. I am being treated very unfairly for standing up and doing the **right thing**. I refused to become involved in false and negative allegations against a retired employee of the San Ramon Valley Unified School District, Mary Glenn, and every since my refusal I have been targeted for harassment. I have worked over 20 years for this school district and 12 years for San Ramon Valley High School with a clean personnel file until **now**. I am constantly being belittled, criticized, and accused of wrong doings. It is as though you are trying to destroy me. Anyone can create incidents and you will take their word over mine and any other witnesses that side with me. Even if there are inconsistencies in their statements.

Statements have been made by Administration attacking my performance, accusing me of always making up excuses, my work ethics, telling me that I don't have pride in my work, telling me that "you will not be successful in San Ramon High School". Mr. Caldecott even went as far as to tell me that there is a job opening at Del Amigo and the District Office with a salary cut to custodian step 3 or maybe 4, after the March 19th meeting. My belief is that **all** of you are very upset that after the article in the San Ramon Valley News came out about Mary Glenn, and negative, vindictive rumors started throughout the School District, I provided a document to everyone that spoke to me about the rumors positive proof that the rumors were untrue. Sylvia, you also told me that Lisa Ward (before she left) told you that I didn't do my job, and she wasn't pleased with my performance as you attacked my work ethics on December 12, 2002. That is very amazing to me, since my last evaluation from her was great!

I will now begin to address the letter that both of you wrote to me, step by step. And hopefully after I address these issues you will understand why I am **not** going to agree to these false allegations being put in my file, or agree to any actions taken against me in regards to this

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incident. The last incident in which you referred to in your letter, where disciplinary action was taken in February 2003, I took the advice of my union representative and signed, even though I was not in full agreement and some of the statements were untrue. Now I have consulted an attorney based on the constant harassment and discrimination that I have recently endured. I can no longer for health reason, let this harassment persist. I welcome a full detailed investigation and would like to have a copy of your findings, conversation with witnesses, etc. I also did some investigating, and these are my findings, corrections, items of dispute, and questions:

### 1.) Questions

- A.) Why did it take Sandy Queirolo, Sodexo Food Rep to coax Sharon Creutzinger, Cafeteria Manager into approaching Sylvia Ryan, Vice Principal about an incident that they felt was so "distracting, inappropriate, and interfered with Erica's ability to do her job" when Sharon Creutzinger was told about the incident by Kierae (the witness that directly observed the incident (as stated by you in your letter to me) and the District finds to be a "credible" witness) the same day 2/26/2003? Why did they wait until the next day 2/27/2003, at the end of lunch to approach Sylvia Ryan with such an "important incident"? Why didn't Sandy Queirolo report this "distraction" immediately? Why didn't Sharon Creutzinger?
- B.) How did Sandy Queirolo, Sodexo Food Rep determine that the conversation that she alleges that I had with Erica was a distraction to her? Did she hear it? In a matter of 3-5 minutes, or 5-7 minutes and engaging in a money & food transaction, in a busy, fast moving lunch line, how was she able to observe Erica and I? Where was she standing?
- C.) How did Kierae establish her time perimeters? Why did she say approximately 12:30 PM? What time was it? She is sure about the 1:10 PM time, why not 12:30 PM? Was she watching and checking the time? How was Kierae able to watch Erica and I and then take care of her duties? Was it 12:40, 12:50, 1:00, etc.?
- D.) Was Erica reprimanded?
- E.) Are all of the Supervisors, Head Custodians, Custodians, etc. told who they can speak to or how long they can speak to them on their unpaid lunch break?

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2.) Corrections

- A.) Erica told both of you that we talked about 3 to 5 minutes. Not "5 to 7 minutes". She also stated that you told her that someone told you that we talked about 30 minutes. (See attached)
- B.) I told you that I spoke to Erica a few minutes, not a few seconds. I did not acknowledged during the investigation that Lisa Ward told me last year not to spend time in the cafeteria talking to employees. I stated that I was told by Lisa Ward not to enter the kitchen and talk to employees as all custodians were told the same thing.?

3.) My Findings

- A.) Erica's cart returns to the kitchen between 1:00 - 1:05 p.m.
- B.) Kierae's cart returns before Erica's cart does.\*
- C.) I bought Nachos from the cafeteria through a money and food transaction with Sharon Creutzinger before I went outside to purchase my drink from Erica. Sharon Creutzinger is the Cafeteria Manager, and not once did you mention in the letter that she told you what time I came in the cafeteria.\*
- D.) Sandy Queirolo, Sodexo Food Rep. is the same person named in the San Ramon Valley News, with negative allegations against retired employee Mary Glenn. It is yet to be proven if they are true. What a coincidence that she is now making false allegations against me!
- E.) Sharon Creutzinger, Cafeteria Manager was one of the people that was spreading negative rumors about retired employee, Mary Glenn. I showed her papers that Mary Glenn had retired. Now Sandy & Sharon came to you with false allegations. Once again, what a coincidence!

\*refers to witness testimony.

## 4.) Items of Dispute

- A.) **Speaking with Erica for 3-5 minutes would not be inappropriate base on my recent disciplinary action in February, 2003.** First of all, I was told by Lisa Ward not to enter in the kitchen and engage in conversation. She did not mention at anytime not to go into the cafeteria area! I am a little confused though. I am told by you not to do all the things Lisa Ward told me, matter of fact gave me a work outline to accomplish my tasks daily, but now when you need to try and pin something on me, you choose to go back to what you say Lisa Ward told me. I have ask several times for a work outline. I even ask for it in writing (see attached letter dated February 4, 2003). To this day I have not received a work outline! Every time I ask I get a different excuse. Even before I put it in writing, at our meeting 1/29/03 I asked again in front of both of you. Larry mentioned to you Sylvia that he had it. Then when you asked him to give it to you, he rambled through his folder and finally said that he left it on his desk in his office. But I have never received it. Finally March 19, 2003 you presented me with something. But it was not a work outline. It is a job description with basic duties dated September 1997.
- B.) **I did not take time away from my Head Custodian duties to talk to Erica.** I was on my unpaid Lunch Break. I was not directed by the former Assistant Principal Lisa Ward to leave the cafeteria area ever! **I Did Not violate my 1/29/03 performance agreement.** I do not have a specific lunch break! Or to use your words "normal time". Never have! The reason I took my lunch at that specific time that day, was that You, Sylvia, wanted me to have the Quad cleaned by 2:00pm. It is amazing how that important detail seemed to be forgotten. So to due my duties competent and efficient, and do my assigned work for that day, I took my lunch at that particular time. Once again, without a **work outline**, it seems to cause confusion for not just me, but everyone involved, as this incident has proven. Maybe that is the reason for your belief of my "incompetence", you are not aware of all the things that I do daily and the demands being made upon me. **The Work Outline** will assist all of us. It would be a fair honest tool to grade & compare my performance. I would be more that happy to assist in putting it together, working as a team for the "greater good" of San Ramon Valley High School.
- C.) **I object to the Districts decision to elect to document this incident and put it in my personnel file.** I do welcome a full, detail, and fair investigation. I am sure this will prove to be beneficial for all.

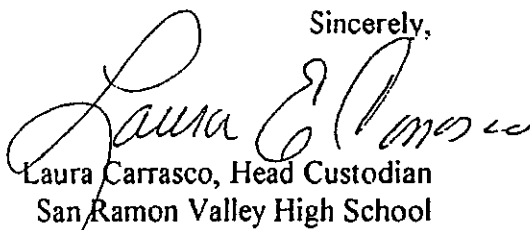
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I would like to also take this time to make sure that everything is clear in regards to our 1/29/03 agreement. In #5 on that agreement I am required to meet in **not less than two joint sessions** with John Caldecott and the custodian. I had one session with John Caldecott and the custodian on February 14, 2003.. I was advise by John Caldecott that it would be the end of the sessions. He then gave me a document to confirm, and acknowledge my cooperation. So just for the record, so I am not accused of not completing my sessions. The next paragraph also states that " The Assistant Principal will handle all work instructions/directions with the other custodian until the sessions above are completed successfully. The school administration will keep CARRASCO advised of directions given to the custodian for coordination purposes". That has not happened. Are you considered in violation of our agreement dated 1/29/03?

I also find that the San Ramon Valley High School is in violation of School District Policies & Reg., Code of Ethics E4219.21, #4,5,6 and Non Discrimination in Employment AR 4030, #4.

In conclusion, I have worked in this district for many years, and experienced many things. But I must admit that the harassment that I have had to endure these months have really made me very sad. You speak of "normal". Normal would be to have an administration who supported me, generous with compliments & praise, worked with me to improve the quality & condition of the school, worked on putting an end to petty harassment, discrimination, & negative rumors, acknowledged & discussed with me compliments, praises I received from teachers, parents, and employees and we worked together as a team to create the best possible atmosphere for the students, teachers, and staff of San Ramon Valley High School. But instead I am faced with harassment from different levels & types, and an administration creating turmoil amongst the employees. So much for being a loyal, hard, dedicated worker is all I have to end with.

Sincerely,



Laura Carrasco, Head Custodian  
San Ramon Valley High School

cc: John Caldecott

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