

**ROSEMEAD SCHOOL DISTRICT  
BOARD OF TRUSTEES' MEETING MINUTES**

**CONSENT**

March 21, 2019

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, March 21, 2019, in the District Office – Board Room at Rosemead School District, 3907 Rosemead Blvd., Rosemead, California at 6:30 p.m.

**CALL TO ORDER**

President Esquivel called the meeting to order at 6:30 p.m. Trustees present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Ms. Nancy Armenta, Mrs. Veronica Peña, and Mrs. Diane Benitez.

Superintendent Mr. Alejandro Ruvalcaba was also present. Other *District personnel and guests* in attendance were: Mr. Harold Sullins, Dr. Jennifer Fang, Mr. Alex Gaeta, Mr. Octavio Serrato, and Mr. Anthony Flores.

**PLEDGE OF ALLEGIANCE**

President Esquivel requested for Mr. Harold Sullins to lead the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Minutes: That the Agenda, **be approved.**

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Benitez
<u>Votes:</u>	Ms. Armenta	Mrs. Peña	Yes
	Mr. Esquivel	Mr. Quintanilla	Yes
	Mrs. Benitez		Yes

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

There were none.

**RECESS TO CLOSED SESSION**

President Esquivel began Closed Session at 6:32 p.m.

**CLOSED SESSION**

1. Conference with Labor Negotiators (Government Code Section 54957.6)
2. Anticipated Litigation (Government Code Section 54956.9(d)(2) and (e)(2))
  - a. One (1) matter
3. Public Employment (Government Code Section 54957)
  - Coordinator of Assessment, Accountability, and Special Projects
  - Psychologist
  - Coordinator of Human Resources
  - Administrative Assistants (2)
4. Public Employee Performance Evaluation and Contract (Government Code Sections 54957 and 54957.6)
  - a. Superintendent

**RECESS CLOSED SESSION**

President Esquivel recessed closed session at 7:26 p.m.

**RECONVENE TO OPEN SESSION**

President Esquivel reconvened the meeting to open session at 7:34 p.m.

**ANNOUNCEMENT OF ANY ACTION TAKEN IN CLOSED SESSION (if any)**

President Esquivel reported that the Board of Trustees took the following action in closed session:

1. Appointment of Naima Hardy Knox to the position of Psychologist by a unanimous vote effective March 22, 2019 with a start date to be determined with the following vote:

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Peña
<u>Votes:</u>	Ms. Armenta	Mrs. Peña	Yes
	Mr. Esquivel	Mr. Quintanilla	Yes
	Mrs. Benitez		Yes

2. Appointment of Lara Goldstone to the position of Coordinator of Assessment, Accountability, and Special Projects by a unanimous vote effective March 22, 2019, with a start date to be determined with the following vote:

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Benitez
<u>Votes:</u>	Ms. Armenta	Mrs. Peña	Yes
	Mr. Esquivel	Mr. Quintanilla	Yes
	Mrs. Benitez		Yes

**PUBLIC COMMENTS**

There were none.

**STUDY SESSION TOPIC:**

1. Facilities Program Update – Mr. Harold Sullins, Assistant Superintendent of Administrative Services

Assistant Superintendent Sullins recognized the Maintenance & Operations team and Mr. Gary Christofi, NAC Architects for their work on the District’s facilities programs and projects. Mr. Sullins provided an overview of the history of the finances, bonds, and past facilities project priorities, and current needs districtwide. He shared that the voters of the Rosemead community passed several bonds. He also reviewed the varies types of funding received by the District for facilities programs including Bonds, QZAB State Bond, Prop 39, E-rate, among others.

The Rosemead community passed several General Obligation (GO) Bonds and the District received the following funding: 2000 \$30M GO Bond, 2002 \$5M QZAB Bond, 2004 \$2.6M State Facilities Program, 2008 \$19.1M GO Bond (originally for \$30M) and \$2.2M State Facilities Program, 2013 \$750K Prop 30 Clean Energy, 2014 \$7.98M GO Bond (originally for \$30M), and 2019 \$348K State Facilities Program. The District also received additional funding sources such as Developer Fees, E-Rate, and Redevelopment fees. The

QZAB State Bond was a statewide election for qualifying projects with a 50/50 matching requirement and for modernization projects with a 60/40 matching requirement.

Mr. Sullins shared that past capital facilities investments were used to remodel restrooms, underground utility upgrades (gas, water, sewer, electrical), fencing upgrades, classroom modernization, roof replacements, technology connectivity, portable classroom replacements, earthquake retrofitting at the District Office, and concrete and asphalt projects. Assistant Superintendent Sullins reviewed the current capital projects and needs, including: classroom remodel at Shuey, fire alarm systems at Janson & Savannah, roof replacement at Muscatel, Shuey, & Janson, HVAC replacements at all sites, and partial roof replacements at Savannah & Shuey. Mr. Sullins provided the list of future capital projects and needs for each site, including: exterior lighting upgrades (all sites), window/door replacement (all sites), portable classroom replacements (Encinita, Janson, Muscatel), fire alarm systems (Encinita/Muscatel), and security fencing (all sites) – with estimates, acknowledging that once the walls are opened other needs may arise as with any construction project.

Mr. Sullins reviewed the capital projects expenditures and balances in each funding type and answered Board questions during the presentation. He explained the pre-construction costs, such as an Architect, the process requiring approval of the Department of State Architecture (DSA), the requirement of a hired inspector of record as a third party inspecting and documenting the work as it is completed, the possibilities of defects, the purpose of a retention hold until a notice of completion is filed and board approved. Assistant Superintendent Sullins shared that the District will start the process to create a facilities master plan.

The presentation included the discussion of assessment of our current facilities, prioritizing and identifying needs, and the allocation of resources including the need for facility project management.

After Board discussion, there was Board consensus to move forward with the following: Prop 39 HVAC projects, roofing projects, Shuey SmartBoards, and to create a Facilities Master Plan.

Trustee Peña and Clerk Quintanilla requested a site visit to see the SmartBoards and a visit to Shuey School.

After Board discussion, regarding lighting needs at each site it was requested that staff research upgrades that can be done by Southern California Edison and any grants that can provide equipment upgrades.

After Board discussion, regarding the portables on each campus, an assessment of needs was requested from staff.

The Board indicated that both fire and safety are top priorities.

See presentation attached.

ACTION ITEM:

Personnel Status Report – Certificated and Classified

Minutes: That the Personnel Status Report – Certificated and Classified, **be approved.**

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Benitez
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Peña	Yes
	Mr. Esquivel Yes	Mr. Quintanilla	Yes
	Mrs. Benitez Yes		

ADJOURNMENT:

Minutes: That the March 21, 2019 Board of Trustees meeting, **be adjourned at 9:41 p.m.**

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Benitez
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Peña	Yes
	Mr. Esquivel Yes	Mr. Quintanilla	Yes
	Mrs. Benitez Yes		

Signed,

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Clerk

# 2018-19 FACILITIES STUDY SESSION

Rosemead School District

March 21, 2019



## PURPOSE

.... to review and provide information to the Board of Trustees on the District's Facilities Program

.... update the Board on the current facility needs and conditions, and

....discuss our facilities priorities, philosophy and next steps



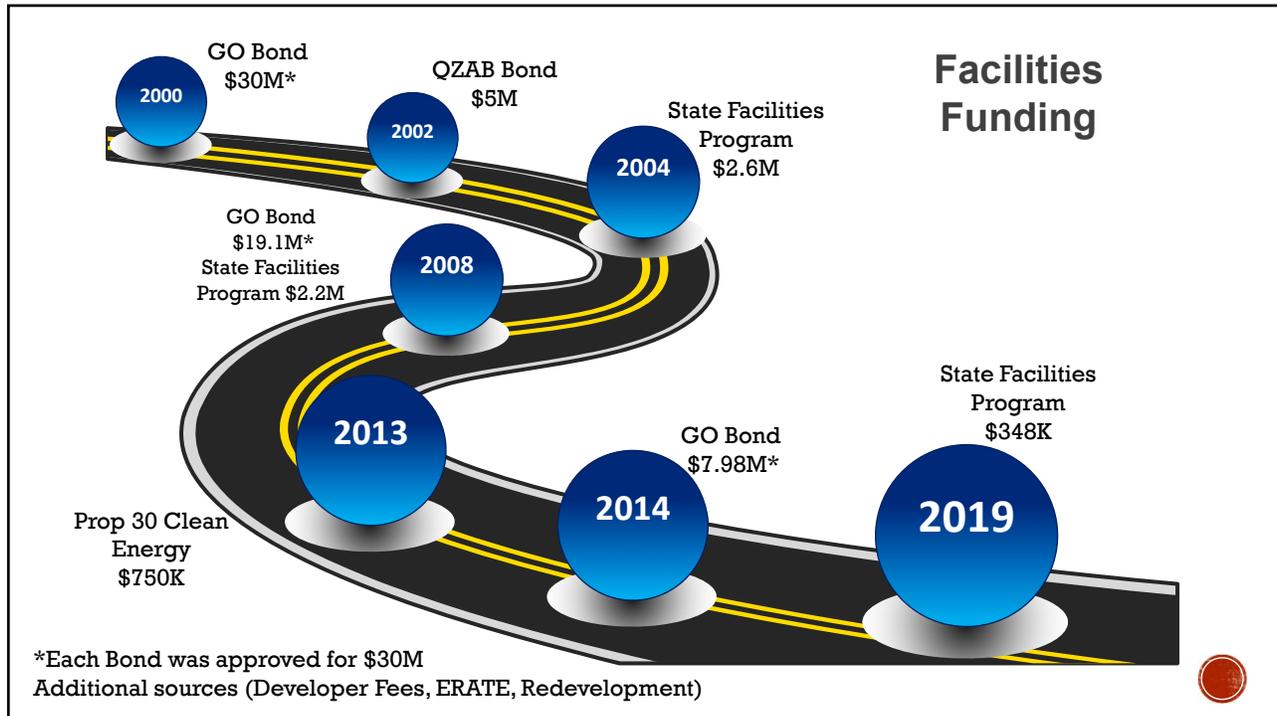


# HISTORY OF FACILITY PROJECTS AND FINANCING

## CAPITAL FACILITIES FUNDING

- General Obligation Bonds
  - 2000 Election
  - 2008 Election
  - 2014 Election
- State Facilities Program
- Qualified Zone Academy Bond (QZAB)
- Proposition 39 – Clean Energy Jobs Act
- Other Funds (Capital Project Reserve, Developer Fees, Redevelopment, ERATE)





## PAST CAPITAL FACILITIES INVESTMENTS

- Restroom Remodeling
- Underground Utility Upgrades (Gas, Water, Sewer, Electrical)
- Fencing



## PAST CAPITAL FACILITIES INVESTMENTS

- Classroom Modernization
- Roof Replacement
- Technology Connectivity



## PAST CAPITAL FACILITIES INVESTMENTS

- Portable Classroom Replacement
- Earthquake Retrofit - District Office
- Concrete and Asphalt





# CURRENT FACILITY PROJECTS & NEEDS

## CURRENT CAPITAL PROJECTS

- Classroom Remodel – Shuey
  - Bid Award: \$977,000
  - Anticipated Completion: April 2019
- Fire Alarm Systems – Janson and Savannah
  - Bid Award: \$780,000
  - Anticipated Completion: August 2019
- Roof Replacement– Muscatel, Shuey & Janson
  - Bid Award: \$1,865,000
  - Anticipated Completion: March 2019

\*Pre-construction cost, change-orders, other construction services and market conditions may increase costs by up to 30%



## CURRENT CAPITAL PROJECTS

- HVAC Replacement– All sites
  - Estimated Cost: \$1,000,000
  - Anticipated Completion: November 2019
- Roof Replacement (Partial)–Savannah & Shuey
  - Estimated Cost: \$313,584
  - Anticipated Completion: Summer 2019



\*Pre-construction cost, change-orders, other construction services and market conditions may increase costs by up to 30%



## FUTURE FACILITY IMPROVEMENT PROJECTS

## FUTURE CAPITAL PROJECTS

- Exterior Lighting Upgrades– All Sites  
-Estimated Cost: \$150,000
- Window/Door Replacement – All Sites  
-Estimated Cost: \$1,000,000
- Portable Classroom Replacement – Encinita  
-Estimated Cost: \$783,000
- Portable Classroom Replacement – Janson  
-Estimated Cost: \$1,390,000

\*Pre-construction cost, change-orders, other construction services and market conditions may increase costs by up to 30%



## FUTURE CAPITAL PROJECTS

- Portable Classroom Replacement – Muscatel  
-Estimated Cost: \$696,000
- Fire Alarm Systems– Encinita & Muscatel  
-Estimated Cost: \$700,000
- Security Fencing– All Sites  
-Estimated Cost: \$300,000

\*Pre-construction cost, change-orders, other construction services and market conditions may increase costs by up to 30%



## CAPITAL PROJECTS EXPENDITURES

Source	Remaining Funds
Redevelopment Funds	\$57,216
Proposition 39	\$638,196
Deferred Maintenance (Fund 14)	\$28,463
Measure (Fund 21)	\$9,205,665
Developer Fees (Fund 25)	\$353,302
State Matching Funds* (Fund 35)	\$419,302
Special Reserve for Capital Outlay (Fund 40)	\$427,276

Available Funding (All Sources)	\$11,129,419
Current Projects	\$4,935,584
Future Projects	\$5,019,000
Excess/(Shortfall)	\$1,174,835

\*Includes adjusted allocations amounts



## NEXT STEPS

## OUR PATH FORWARD



ASSESSMENT OF CURRENT  
FACILITIES



PRIORITIZING NEEDS



RESOURCE ALLOCATION AND  
PROJECT MANAGEMENT



## OUR PATH FORWARD

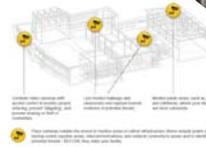
- ***FACILITY MASTER PLAN***
- FINANCIAL RESOURCES
- FACILITY PROJECT MANAGEMENT
  - Facilities Consultant
  - Construction Management Firm
  - Facilities Director

“WE CAN DO ANYTHING, WE JUST CAN’T DO EVERYTHING.”



## DISCUSS FACILITY PHILOSOPHY & PRIORITIES:

- EQUITY
- FIRE, LIFE, SAFETY
  - Security Cameras
  - Portable Classrooms
  - HVAC and Roofing
- INNOVATIVE LEARNING SPACES
  - Smart Boards
  - 21<sup>st</sup> Century Classrooms
- DIGITAL MARQUEES



 **QUESTIONS?**