

**MINUTES OF THE SPECIAL MEETING GOVERNING BOARD
GUSTINE UNIFIED SCHOOL DISTRICT
JULY 17, 2017**

TIME AND PLACE

The special meeting of the Gustine Unified School District Board of Education was held on Monday, July 17, 2017. The meeting was held in the Board Room, 1500 Meredith Avenue, Gustine, California.

CALL TO ORDER

The meeting was called to order at approximately 6:00 p.m. by Board President Crickett Brinkman. The Board went into Closed Session and reconvened to Open Session at approximately 7:02 p.m.

BOARD MEMBERS PRESENT

Mrs. Crickett Brinkman, Board President, Mrs. Loretta Rose, Mr. Kevin Cordeiro and Mrs. Pat Rocha.

REPORT FROM CLOSED SESSION

Superintendent Bill Morones has been placed on authorized leave. District staff will temporarily assume some of his duties.

REVISION/ADOPTION/ORDERING OF AGENDA

Mrs. Gomez pulled Item C1- Consulting Contract with Curtis D. Pollock from the Consent Agenda.

APPROVAL OF AGENDA

Mr. Cordeiro made a motion to approve the agenda as amended, seconded by Mrs. Rocha. Motion carried, 4-0.

CONSENT AGENDA

Mrs. Rocha made a motion to approve the Consent Agenda, seconded by Mr. Cordeiro. Motion carried 4-0.

INFORMATION

A. City of Gustine MOU Agreement – Bryce commented that the District and the City have for some time an informal arrangement of sharing facilities back and forth from time to time. He understood that there hasn't been an agreement so the City Manager asked the District to look into approving one. Lizett stated that it was pretty extensive. The District made the recommendation about putting together an agreement when they met with the City. The City Manager then brought the District this agreement. Mrs. Brinkman asked if this would help with what is paid for or what isn't paid for when we need services from the City vs City needing use of facilities. Lizett replied that it would facilitate the process so we both have an agreement where we could use their facilities, they could use our facilities, and we aren't going to charge each other. We have some questions about some of the details that are in the agreement. Once we go through it, we will go back to the City with some recommendations of things we would like to suggest to change in the agreement. Mrs. Rocha asked if this would be completed by August. She knows there are programs that are going to be starting and shouldn't procrastinate

for a long time. Lizett mentioned that she doesn't know how quick the City would respond. Meanwhile we will continue doing what we were doing, which is having them fill out the application and providing the proper paperwork including insurance coverage. Mrs. Rocha doesn't want programs to be dropped. Mr. Luna stated that the City has put programs on hold, such as open gym basketball at the high school. That's on the City end though not ours. The District will continue doing what they are doing until they have another agreement in place. Mr. Cordeiro has some issues with this agreement. He stated that our softball and baseball fields, we are basically saying "have at it". Lizett explained that we would still have a process. The City would still have to notify us and be put on the schedule so that we could keep track. It would still go through Sara but there just wouldn't be fees associated. Mrs. Rocha mentioned that they would still need to fill out the facility forms for legal purposes. Sara mentioned that a certificate of insurance must also be attached. Mrs. Rose said that if they don't have it then they don't get to use it. Mrs. Brinkman stated that that is why we are getting ahead of the game right now and putting this in place. All the events could be listed and they could reserve what they need so there isn't a conflict with anybody else in the community. Bryce stated that this is a process. If Board members have concerns, they should convey them individually to Lizett. That way she could have them in mind when she meets with the City. Ultimately, anything that we are trying to negotiate will have to be brought to the Board and they could decide if it suits the District or if they want something changed. Lizett mentioned that through an article she read that the City had already approved it so they will need to go back after making changes. It will probably take us a few months to get the final agreement in the mean time we will keep doing what we have been doing. Mrs. Brinkman asked Sara to schedule the City/Board Quarterly Meeting.

B. Board Measure P Sub Committee – Jarrett Martin stated that they met on July 3rd at 5:30 p.m. with all five members present. They had a really good first discussion. What they came out of it was to make some recommendations to the Board. First recommendation is that the architect only work on those critical projects. They feel that the Measure P Bond was passed with the emphasis on fixing what needs to be fixed. There are safety problems, health problems, fire alarms, intercoms, and bathrooms aren't up to code. Second, the Board needs to give direction on needs or how to proceed with reprioritization of the project list. It's been a while since this has happened. The funds are in different places. The needs may not be needs now. Maybe we need to look at that project priority list again. The committee would gladly take that on if the Board wanted to do that. Third recommendation is to hold off on hiring a project manager. With this committee in place, this committee can now assume some of the stuff that the project manager would have been doing. They feel that this new "project manager" may fall more in line of a construction manager. Whatever project is actually being constructed he'd be out there on site for that particular project. You would hire him for that particular need. He could be out there and let you know if the contractor isn't doing something right or if something comes up and he needs to negotiate an amendment or if the contractor is sending you a bill for 30% completion but the project is only 20% completed. The last recommendation is to schedule a joint workshop with the committee, the Board, and the architect to go over where we are at and to how to proceed forward. Also, he would like to get an updated architect estimate on probable costs. The first project came in so much higher than was originally estimated. It would be good to know what the new projects are going to cost to prioritize. Mrs. Rose wanted to know what has been completed on the critical list because some of the projects may have been done with District staff. They would like to get a list from the District on where we are. They don't want

to stop any work. They just want to make sure all these critical projects keep moving and to make sure we keep the potential to receive matching funds. They want to make sure the projects are still going but push the projects that pertain to health and safety. Mrs. Brinkman stated that they want to make sure if they have construction coming that they don't tear up something that they just did. Even if they have to wait a little bit longer. In the past, that was some of the issues, they knew what some of the critical items were but due to the next phase, they were just going to tear it up and they don't want to waste money. Mrs. Lisa Filippini asked about the playground equipment at GES. She believed that that was on the critical list. She stated that the fire alarms, phone system, and bells don't work. She thinks that the middle school is similar. All those projects are all on the list but none of them have been completed.

Mitch McAllister's Report – Mitch brought to the Board an update of where they are at with Measure P. Since there is a new committee, he will start from the beginning. When they started the process, they met with all the site staff and went through their needs. That's basically what they have listed as projects. The greatest needs were at the high school. The high school was the school with the most safety issues and code violations. Hence the locker room modernization because that was the building that was in worse condition. Science labs and classrooms that are in bad shape. There are safety issues but the primary safety issue is trying to load 32 students into a science lab designed for 24. As they started looking at modernizing those and upgrading the infrastructure, it turned out that would be a waste of money. To spend \$500,000 to \$1 million dollars renovating an existing building that would be outdated when it opens is where a new science building came from. That is why the master plan shows replacing the existing 1,100 sq. ft. science lab with 1,350 sq. ft. science labs, science prep space with the latest technology and turning the existing science buildings into classrooms. The next priority is the high school cafeteria. The cafeteria is very small for the student body. The kitchen is unsafe. The only reason why it's still allowed to function by the health department is because it's grandfathered in. The size, the space, equipment, everything in it is inadequate. The timing of phasing becomes critical from the standpoint that the District has the opportunity to get \$32 million dollars. It has \$13 million bond money. From looking at the master plan they were surprised to find out District has tremendous amount of state eligibility. By using your limited Measure P money combined with state money, you can get funds to take your high school into the next century. As you remember from the last Board meeting, Elona Cunningham pointed out that with the bond money, eligibility, and hardship the District has the eligibility to obtain close to \$33 million dollars of state money. That's if the District plans the projects and phasing correctly. He wants to explain the phasing and why certain projects are ahead of the others. DSA is critical from the standpoint that they usually take 3-4 months. Department of Education is not critical because they usually take a couple weeks. When the high school is, DSA approved the science building you will be in line for getting state matching funds. Which means every dollar you spend, the state will match it. Another high priority from the School Board that went to the master plan process was the multi-purpose building gymnasium at the middle school. That is a high priority for the District, unfortunately that is not eligible for state funding because in order to get state funding you need to have teaching stations associated with it. If you are eligible for more money than the project needs then that would be a savings. If you have savings available, that savings has to be spent on eligible projects or the state will want the money back. The multipurpose gymnasium at GMS, when they anticipated \$2.2 million District share, \$2.2 million from Measure P, and \$2.2 million from the state Elona pointed out that the problem with that

assumption. When the District built that school, the state funded a major portion of that school. The gymnasium was part of that application. As far as OPSC is considered, the District has gotten their gymnasium. They funded your gymnasium. So now, to go back and ask for more money for a gymnasium, she doesn't think that they are going to be too optimistic about it. It was planned to use eligibility from other projects to fund the state's share. That's one problem that came up recently. Elona has a solution. It's much better than they have planned. The classroom cafeteria building is a very big project because the state will fund half of it. By adding the nine classrooms it will generate the \$6.8 million dollars, a project that gives us the cafeteria. That gives us the ability to replace the cafeteria and kitchen, turn the existing cafeteria and kitchen into an Agriculture classroom, and still have \$624,000 as savings to be used on other projects. Through this process with the Measure P money, the District is meeting all the needs at its campuses plus picking up an additional \$13 million. The District will double its money by following the sequence meaning you can't build a cafeteria until you build classrooms. If you build the classrooms, you get the eligibility that generates money. It's the same with the elementary classrooms, it generates eligibility funds that could be used for other projects. After they finish the GHS modernization, they still need to modernize building A and do other modernization to the campus. Right now, it's showing that it's using district share funds. However, we could use this savings from the other projects to match that project. Therefore, that \$1.5 million dollars would actually would be a split of \$750,000 each. This was the master plan as they set it up previously, two years ago. After they met with Elona, she discovered that once you spend the bond money, the state would pick up 100% share of other projects. What that means is rather than getting \$19.9 million from the state the District will be getting \$32.7 million from the state. That's where some of the other projects can actually become a reality. Mainly the expansion of the agriculture classrooms, and renovations of the stadium and so forth. Mitch asked for the status of the property purchase. If you want, the state to pay 50% or 100%, if it's hardship, of the purchase of the property it must be submitted at the same time the plans are submitted. Elona recommends not submitting to the state in August if you're not going to have the property until January. Hold off until January and the state will purchase the property for you as well. He thinks there some confusion about the District being in line for OPSC funding. He doesn't submit these projects for OPSC for funding. He goes to DSA and gets it out of DSA then to CDE, and then he turns it over to the District namely your consultant, Elona Cunningham. She is the one who submits to OPSC. She is the one that makes sure that you have all the documents. She recommends not going to OPSC with these other projects without the purchase price of the property or you will have to buy the property with your own funds. He and Elona would like to see the District get the \$32 million dollars from the state, but you have to do it in a sequence that the state wants to see it in. Not necessarily what the District wants to submit. That impacts prioritizing projects. You have to submit in sequence. If you submit the middle school multipurpose room without showing where the money is coming from, the state will simply say you are doing it wrong. We need to have this plan or timing so to speak. We know the projects, we know the master plan, what we do not have set in place is the submittal to the state mainly OPSC. What is your expected time frame for securing the property, he asked? Mrs. Rose answered saying that soil test are going to be done so the District is waiting for that. How long will that take because they may be out of DSA but Elona doesn't want to submit to OPSC without the property. Unless the District has the money to buy the land itself. The \$32 million is a bottom line. It doesn't include inflation factors because the state adjusts their funding with inflation. It doesn't include ADA and safety upgrades. They will pay for fire

alarm system upgrades. A lot of the infrastructure needs that you have the state will give you money for when you submit your projects. We really need to coordinate with Elona the timing of submittal to OPSC to maximize the money the District will get and identify these savings so that you can get projects that are high priority but that don't necessarily qualify for the traditional state funding. If you don't use the money on what the state wants you to use it for you will have to give it back. Mrs. Filippini stated that she is hearing a lot about the high school and not about elementary and middle schools. She is speaking for Romero and GES, the playground equipment needs to be replaced. The padding underneath needs to be replaced. They don't have telephones, bells, and intercom. The fire alarm also needs to be replaced. She doesn't see it on the project list. Mitch replied that once the construction has begun on the new classroom building the state would require the fire alarm systems to meet code. The Office of Public School Construction will pay for the entire campus as part of that if DSA requires it. Part of the concern is that when the engineer looked at it and said that most of the issues can be repaired. It's going to be up to the state fire marshal whether it warrants a full replacement. Each site is different. He stated the elementary school playground and padding wasn't listed on the project list. However, that's where the eligibility savings comes in. The way the state looks at it is when you build a classroom building they give you approximately \$350 thousand dollars but you're building a classroom for \$250 thousand. So you have an extra \$100 thousand to spend on that campus. What they are trying to do is get the District in line for funding. The priority is getting the classroom plans done; getting the classrooms into DSA so that they could go to OPSC to free up the \$350 thousand per classroom. When they build it, they expect to be \$250 thousand with bid savings. Now you are able to identify where the savings will be going. Mrs. Filippini stated the critical list that she has been going by is not correct. Critical for them is the telephones, fire alarms, playground equipment and playground padding. She asked Mitch if there was a new list and if they get things done will they fix those things with the left over money? Mitch replied saying the classrooms and the fire alarms are on the list but the playground is not. He said that he hadn't heard about the playground equipment before. With the first \$13 million dollars, they were only addressing the critical projects. Some of the items and the elementary and middle school were not deemed as critical as many of the needs at the high school. He suspects why the playground equipment wasn't on there was because it wasn't as critical and all the money was going to be used for critical projects and at the high school before the playground equipment was to be replaced. Mrs. Filippini asked if there was a meeting with someone else. Mitch replied that there were lots of meetings. They met with all the school sites when Mr. Estes was still here. Then they revisited with Mr. Morones and went to all the sites. After visiting all the sites again there were tremendous needs at the high school. When the committee saw that, there was only \$13 million of Measure P money and there were far more needs at the high school that some of the lower priority needs at the elementary were not addressed as part of it. By the time they finished the high school science classrooms, high school modernization, locker room and pavement at the high school the money was all gone. The high school had the most safety issues. That's why they became the higher priority than some of the playground issues. So there wasn't any plans to address or spend money at that time on the playgrounds. After Elona's meeting, it became aware that the project list could be revisited because suddenly there is an extra \$13 million available. Mrs. Filippini is hoping that all administrators could be at the next meeting. She understands what Mitch is saying but when she has children getting hurt on the playgrounds that is a high priority to her. Mrs. Brinkman stated that if there are children getting hurt on these facilities then this needs to be addressed sooner than Measure P. If those issues are

happening right now at both sites then give the Board that information so they could address it. Mitch stated that those issues need be addressed with deferred maintenance money. Just as the engineer who looked at the fire alarms at the schools. He said he has seen a lot worse. Those could be fixed with deferred maintenance funds. The fire alarms are not the same critical need as the high school science labs. The science lab was a big red flag for Mitch. He just finished with a science wing at another high school because of a lawsuit. That's why it's a high priority. Mitch delivered the plans that are ready to be submitted to DSA. The Board will be making a motion on the DSA requirements tonight. Mrs. Rose questioned that the multipurpose room at GMS won't be OPSC funded because they already funded it. What about the classroom that was supposed to be already built there? There was supposed to have been two wings built but you have the funding going through for that. Is it because there are going to be students in the classrooms? The classes generate the funding. The plan was to take the surplus savings from the classrooms to fund the 50% of the middle school but Elona said that that won't work because OPSC shows it was already built and they won't fund it. However, according to Elona, the District can claim hardship so the District could go ahead and spend the \$4 million dollars and encumbered the Measure P money then the state will fund 100% of all the projects after that. Mrs. Rose asked if the classrooms wouldn't fall in the same line as the multipurpose room. Mitch answered no, because the classroom they are proposing was not in the original plans. The original plans that the state gave you money for was short in classrooms. Jarrett Martin stated that it seems like Mitch wants to just push the big projects through, build the classrooms, build the multipurpose room, to expel the funds then there won't be enough money to fix the fire alarms. Then the state would need to come in to fix it. Mitch replied, "No." What he is saying is let's hurry and fix the items that are highest on the priority list. Do those projects first. After the engineers looked at it they recommended that the fire alarms be fixed but not replaced if a year or two later the state will give you money to replace it. It won't be to code but they don't have to be. When you begin the new project then you could replace it with state money. Bryce asked that if the plans that Mitch is ready to submit to DSA include a complete replacement the problematic fire alarms. Mitch replied that he would have to look at the plans but that is the intent. The District won't get the funding for those for two years. The priority before was let's get the high school science building and infrastructure done first with the Districts own money and do fixes at the other school sites because we may not get the money for the classrooms at the high school, middle school, GES and Romero until the state approves. Bryce wanted to make sure that there are two tracks. The key with the funding is whether the funds are encumbered and or you make an application to OPSC. That is entirely separate from whether or not with these that include the fire alarms that you have completed the design whether you submit that to DSA. Getting them into DSA doesn't disrupt any of that. It would only hold off if you didn't submit them, and the Board could still make a decision as to which order to put these in based on funding after you already submitted them to DSA and if you wait the money could be all gone. Mitch said "Exactly." Mrs. Brinkman stated that Mitch has been stating that from the beginning. Bryce asked how far along the plans are. Mitch stated that on up to the cafeteria they are at 100% plans. The cafeteria is at probably 60%, GHS Modernization is at 60-70%, and RES is at 30-40% complete. Mrs. Brinkman reminded everyone that Mitch isn't repeating anything that they haven't heard already. Mitch has been very open with the Board, aligning the District in the way that it was foreseen as the District was wasting money on plans but they were doing it to get in line for this moment right here. Mrs. Brinkman spoke to the principals saying that if there

issues and concerns at their site that are unsafe for children they need to let the Board know so that they could do what they can to make it right.

COMMUNICATION FROM THE PUBLIC

None

ACTION ITEMS

A. GMS 2017-18 Student Handbook – Mrs. Rose made a motion to approve GMS 2017-18 Student Handbook, seconded by Mr. Cordeiro. Motion carried, 4-0.

B. Prohibiting Outside Vendors from Delivering Meals onto any GUSD Campus – After much discussion the Board decided to table this item until they receive further information. Bryce recommends updating board bylaws policy and sending a revised letter to inform parents of the federal lunch program laws. Mr. Cordeiro made a motion to table Prohibiting Outside Vendors from Delivering Meals onto any GUSD Campus, seconded by Mrs. Rocha. Motion carried, 4-0.

C. Measure P – DSA Requirements –

1. DSA Plan Check fees for Gustine HS Classroom Buildings
2. DSA Plan Check fees for Gustine MS Classroom Building
3. DSA Plan Check fees for Gustine ES Classroom Building
4. DSA Plan Check fees for Romero ES Classroom Building

Mrs. Rose made a motion to approve Measure P-DSA Requirement, seconded by Mrs. Rocha. Motion carried, 4-0.

ADVANCED PLANNING

A. Regular Board Meeting, August 9, 2017 @ 6:00 p.m.

B. MCSBA Conference

C. Schedule Quarterly Meeting with the City

D. Board Measure P Workshop with the Board

ADJOURNMENT

Mrs. Rocha made a motion to adjourn the meeting, seconded by Mr. Cordeiro. Motion carried, 4-0. Meeting adjourned at 8:35 p.m.

APPROVED AND ADOPTED

Loretta Rose, Clerk