

OFFICIAL MINUTES

**Long-Range Facilities Master Plan
Oversight Committee**

San Gabriel Unified School District

San Gabriel, CA

February 20, 2014

7:15 p.m. – 8:28 p.m.

The Long-Range Facilities Master Plan Oversight Committee of San Gabriel Unified School District in Los Angeles County met in regular session at the time and on the date above with attendance as follows:

Present:	Jerry Schwartz	Chairman
	Mickey Scannell	Vice Chair
	Kathay Feng	Member
	Quyen Phan	Member
	Hugo Correa	Member
	Cynthia Juvinall	Member
Absent:	Mike Cammarano	Member
	Robert Fujisaki	Member
	Armando Pacheco	Member
	Lee Freeman	Member
Others Present:	Nonette Martin	Assistant Superintendent of Business Services

I. GENERAL FUNCTIONS

A. Call to Order

Chair Jerry Schwartz called the meeting to order at 7:15 p.m., led Pledge of Allegiance.

B. Minutes

Mickey Scannell moved and Quyen Phan seconded, minutes of January 16, 2014, Meeting unanimously approved with corrections (change reference to next regular meeting to “February 20, 2014”; change reference to Office 365, “an” online subscription service).

C. Public Comment

Nonette Martin congratulates Jerry Schwartz on receiving the Golden Apple Award from Dr. Yoshihara for his service to the San Gabriel Unified School District.

D. Next Regular Meeting

March 20, 2014, 7:00 p.m., at Jefferson Middle School. The specific meeting location will be determined by Bill Gile.

II. REPORTS

A. Chairman’s report – Jerry Schwartz

- a. SGUSD Governing Board has approved the Long-Range Facilities Master Plan Oversight Committee’s updated Bylaws.
- b. The principal of Jefferson Middle School, Kaivan Yuen, has resigned.
- c. Randy Gamache has been hired as the new contract Project Manager for all site construction.

B. Construction update – Nonette Martin

- a. McKinley: The project has come out of the Department of State Architects (DSA). The cost is estimated at \$5.2 million. Martin brought a copy of the McKinley plan.
- b. Gabrielino: The soil is being tested. We have given Department of Toxic Substance Control (DTSC) \$65,000 to hold for review of geotechnical testing, not including the lab work and soil testing costs. Hydro-testing is complete and the report will be submitted to DTSC. The construction documents are 50% complete and in Gile's office.
- c. Jefferson: Photos were shared of ongoing construction, including the new Administration building, orchestra room, choral room, outside learning area, sun shades, and drop off areas. The shaded walkway construction is proving to be a challenge. The estimated completion time is Fall 2014.

III. DISCUSSION ITEMS

A. Members' School Affiliation

The Committee reviewed school representation by the committee members present. Schwartz – Gabrielino, Correa – Jefferson, Scannell – Coolidge, Phan – Wilson, Feng – McKinley. Schwartz will check with Pacheco and Fujisaki about which schools they would like to be liaisons for.

B. Prop 39

Prop 39 requires that the Committee have: 1) one member who is active in the business community, 2) one member who is active in a senior organization, 3) one member who is active in a taxpayer organization, 4) one member who is a parent of a child in the district, and 5) one parent who is an active member of a site council/parent group. Correa is active in AYSO which is a member of the Chamber of Commerce. Schwartz is a member of AARP. Schwartz, Correa, Scannell, Phan, and Feng each have children in the district. Feng is president of McKinley's parent group.

C. Recruitment of new members

Schwartz will draft an invitation letter to be sent to Chamber, Rotary, Kiwanis, AARP, Taxpayers, SGUSD schools, and other representative institutions. Eccleston is the Board Liaison.

D. Technology Subcommittee Report

This report will be presented the SGUSD Board by Scannell at the March 25th meeting. The report is based on visits to Gabrielino, Del Mar, Jefferson, Roosevelt, Wilson, and Washington by Scannell, Juvinal, Khai Nguyen, Nonette Martin, and Ross Perry. Scannell will work with Nguyen to include photos of the various school sites with the report. Scannell will also work on a PowerPoint presentation for the Board.

IV. ACTION ITEM

A. McKinley Bid Package

The McKinley project will include changes to the administration building, a new multi-purpose room, changes to flow of traffic and parking; the cost is an estimated \$5.2 million.

Cynthia Juvinal moved and Kathay Feng seconded, a recommendation to the Board to authorize the release of the bid package was approved by unanimous vote. Martin will determine the bid and construction schedule and communicate with Schwartz. The schedule may impact the date of the April meeting.

V. ADJOURNMENT

Chair Schwartz adjourned the meeting at 8:28 p.m.