

OFFICIAL MINUTES

**Long-Range Facilities Master Plan
Oversight Committee**
San Gabriel Unified School District
San Gabriel, CA
October 27, 2011
7:23 p.m.

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

Present: Jerry Schwartz Chairman
Wayne San Filippo Vice Chairman
Eric Kirchhoff Member
Cynthia Juvinall Member
Armando Pacheco Member
Carolyn Richie Member

Absent: Mike Cammarano Member
Hugo Correa Member
Matthew Najera Member
Mickey Scannell Member
David Smith Member
Carolyn Weirick Member
John Wu Member

Others Present: Bill Gile Director of Maintenance and Operations
Tom Chan Principal, Washington Elementary School
Lee Freeman Retired Governing Board Member

I. GENERAL FUNCTIONS

A. Call to order

Chairman Jerry Schwartz called the meeting to order at 7:23 p.m. and Carolyn Richie led the Pledge of Allegiance.

B. Approval of Meeting Minutes (no quorum)

- i. The minutes for the October 21, 2010 meeting were tabled to a future meeting.
- ii. The minutes for the February 3, 2011 special New Member Orientation meeting were tabled to a future meeting.
- iii. The minutes for the May 19, 2011 meeting were tabled to a future meeting.
- iv. The minutes for the June 23, 2011 meeting were tabled to a future meeting.
- v. The minutes for the July 21, 2011 meeting were previously approved with a correction (meeting held at San Gabriel library).
- vi. The minutes for the September 22, 2011 meeting were tabled to a future meeting.

C. Requests to address the Committee; Public Comment:

There were none.

D. Next Meeting: November 10, 2011 Regular Meeting

Changed from November 17

II. REPORTS

A. Chairman's report:

Chairman Schwartz reported on the WASC accreditation committee visit to Gabrielino High School. He also mentioned that Colleen Doan will be retiring at the December Board meeting.

B. Update on Construction Projects

An update of current projects was reviewed by Bill Gile, Director of Maintenance and Operations.

UPDATE ON CONSTRUCTION PROJECTS

GABRIELINO HIGH SCHOOL

LPA has completed the schematic design and is presently working on design development.

DEL MAR HIGH SCHOOL

Bond construction work completed. (Minor glitches being addressed.)

JEFFERSON MIDDLE SCHOOL

Fitness Building Tennis Courts/Track Field

Timeline:

October 3 and October 10, 2011

Legal Advertisement

October 19, 2011

Job Walk (mandatory)

November 7, 2011

Bid Opening

November 16, 2011

Governing Board approval

November 17, 2011

Notice to Proceed

November 28, 2011

Pre-Construction Meeting

October 19th at 2:00 pm the job walk was held at JMS, with 30 general contractors signed in for the job walk. The project Architect Lindsay Thompson from IBI Group presented information on the project and Veronica Alvarez-Martinez from Padilla & Associated presented information regarding PSA. The job walk was concluded at 2:45 pm.

Administration Building and Campus Upgrades

Drawings submitted to DSA by IBI Group for intake. District is in the process of issuing a check payable to DSA for the close-out of the two-story classroom buildings – Phase I project.

COOLIDGE ELEMENTARY SCHOOL

No bond construction work at this time.

Future plans - Landscape and Irrigate Playfield

MCKINLEY ELEMENTARY SCHOOL

LPA has completed the schematic design and is presently working on design development.

ROOSEVELT ELEMENTARY SCHOOL

Bond construction work completed.

WASHINGTON ELEMENTARY SCHOOL

Authorization to Call for Bids scheduled for the September 27, 2011 Governing Board Meeting.

Tentative Timeline:

October 3 and October 10, 2011
October 19, 2011
November 7, 2011
November 16, 2011
November 17, 2011
November 28, 2011

Legal Advertisement
Job Walk
Bid Opening
Governing Board approval
Notice to Proceed
Pre-Construction Meeting

October 19th at 10:00 am the job walk was held at Washington Elementary, with 24 general contractors signed in for the job walk. The project Architect Karen MacIntyre from IBI Group presented information on the project and Veronica Alvarez-Martinez from Padilla & Associated presented information regarding PSA. The job walk was concluded at 11:00 am.

WILSON ELEMENTARY SCHOOL

Bond construction work completed.

C. Membership Update Report

Chairman Jerry Schwartz reported writing to Matthew Najera, John Wu and David Smith, asking them to resign; informing them if there is no response, the SGUSD Board will be asked to remove them. As they did not respond, Chairman Schwartz will ask the Board to remove them. He also reported that John Eccleston is no longer a member of the committee because he was appointed to the Board.

III. DISCUSSION ITEMS

A. Review of Membership Representation as per Proposition 39 Requirements

Legally required categories are: PTA member, Senior Citizen organization member, Tax organization member, local business owner, and parent. Those present updated a copy of the roster with appropriate qualifications.

B. Review of Membership School Site Representation

A roster of the committee was passed around for update, including which members represent which school. Chairman Jerry Schwartz stated he will email the list to all present.

IV. ADJOURNMENT

Chairman Schwartz adjourned the meeting at 8:20 p.m.