

OFFICIAL MINUTES

**Long-Range Facilities Master Plan
Oversight Committee**
San Gabriel Unified School District
San Gabriel, CA
November 10, 2011
7:15 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
	Mike Cammarano	Member
	Hugo Correa	Member
	Cynthia Juvinall	Member
	Armando Pacheco	Member
	Carolyn Richie	Member
	Mickey Scannell	Member
	Carolyn Weirick	Member

Absent:	Eric Kirchhoff	Member
	Matthew Najera	Member
	David Smith	Member
	John Wu	Member

Others Present:	Bill Gile	Director of Maintenance and Operations
	Tom Chan	Principal, Washington Elementary School
	Lee Freeman	Community member

I. GENERAL FUNCTIONS

A. Call to order

Chairman Jerry Schwartz called the meeting to order at 7:15 p.m.; Mike Cammarano led the Pledge of Allegiance.

B. Approval of Meeting Minutes

- 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 approved; motion by Mike Cammarano, seconded by Carolyn Weirick. Motion carried with a 9-0 vote.
- iii. The minutes for the May 19, 2011 meeting were approved; motion by Mike Cammarano, seconded by Carolyn Weirick. Motion carried with a 9-0 vote.
- iv. The minutes for the June 23, 2011 meeting were tabled to a future meeting.
- v. The minutes for the September 22, 2011 meeting were approved with the following correction: Addition of Tom Chan, Washington Elementary School to others present, removal of Denise Menchaca and Colleen Doan from those absent. Motion made by Wayne San Filippo, seconded by Armando Pacheco. Motion carried with a 9-0 vote.

vi. The minutes for the October 27, 2011 meeting were approved with the following correction: Move Mickey Scannell from those present to absent, removal of Denise Menchaca and Colleen Doan from those absent. Motion made by Wayne San Filippo, seconded by Armando Pacheco. Motion carried with a 9-0 vote.

C. Requests to address the Committee; Public Comment:

There were none.

D. Next Meeting: December 15, 2011 Regular Meeting

Setting of 2012 calendar is scheduled; suggestions for presentation topics for next year encouraged.

II. REPORTS

A. Chairman's Report:

Chairman Schwartz reported Colleen Doan has agenda item on 11/16 Board meeting for Oversight by-laws, and that Colleen will be retiring in November. He also mentioned that a business owner or member of business organization needs to be added to our roster to comply with the Prop 39 requirements.

B. Mickey Scannell -Technology Committee Report:

A \$200K grant was received for a pilot program at Jefferson Middle School for 7 'smart boards'. Gabrielino High School science students will have use of 32 iPad tablets in another pilot program.

Three elementary schools, Coolidge, Washington, and Wilson, have no WiFi. Jefferson Middle school has qualified for ERATE funds and will be acquiring new network equipment; their old network equipment will be moved to these 3 elementary schools.

"Face Time" video conferencing/distance learning system will be extended to Jefferson Middle and Gabrielino High schools; these schools do not currently have 'active boards'.

Carolyn Weirick commented that technology investment needs to be on-going, as essential as books and personnel; and that the Technology Committee deserves our support.

As our committee's representative, Mickey will be attending the next Technology Committee meeting 11/29 at 6:30 p.m.

C. Update on Construction Projects

An update of 2 new project bid results was reviewed by Bill Gile, Director of Maintenance and Operations.

CONSTRUCTION UPDATE

**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

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.

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	Legal Advertisement
October 19, 2011	Job Walk
November 7, 2011	Bid Opening
November 16, 2011	Governing Board approval
November 17, 2011	Notice to Proceed
November 28, 2011	Pre-Construction Meeting

III. ACTION ITEMS

A. Recommendation to the Governing Board on Award of Contract for Construction at Washington Elementary School.

In the bond specification, scope of work includes parking lot renovation, 2 covered walks, lunch shelter, and library renovation. Scope does not exceed bond allocation. Motion by Wayne San Filippo that Oversight Committee recommends to Governing board that the lowest responsible bidder be awarded the contract, and Cynthia Juvinal seconded; motion passed unanimously.

B Recommendation to the Governing Board on Award of Contract for Construction at Jefferson Middle School.

In addition to the bond specification, modified scope of work includes lighting, artificial turf, landscape and irrigation. Artificial turf was purchased by SGUSD, not bond funds; installation is part of contractor’s bid. New scope does not exceed bond allocation. Motion by Wayne San Filippo that Oversight Committee recommends to Governing board that the lowest responsible bidder be awarded the contract, and Mickey Scannell seconded; motion passed unanimously.

IV. ADJOURNMENT

Chairman Schwartz adjourned the meeting at 9:10 p.m.