

**TEMPLE CITY UNIFIED SCHOOL DISTRICT  
REGULAR MEETING OF THE BOARD OF EDUCATION  
DISTRICT OFFICE BOARDROOM  
9700 LAS TUNAS DRIVE, TEMPLE CITY, CALIFORNIA**

**Approved Minutes of the Regular Board Meeting of November 16, 2016**

Mr. Bell called the Regular Meeting to order at 6:15 p.m.	Call to Order
<u>Board Members Present</u> Vinson Bell, President Larry Marston, Vice President George Goold, Clerk Kenneth Knollenberg, Member John Pomeroy, Member Jessica Huang, Student Board Member	Roll Call
<u>Board Members Absent</u> None	
<u>Administrators Present</u> Kathy Perini, Superintendent Art Cunha, Assistant Superintendent, Personnel Services Melissa Kistler, Assistant Superintendent, Educational Services Marianne Sarraill, Chief Business Official	
<u>Administrators Absent</u> None	
There were no public comments.	Public Comments
On motion of Member Bell, seconded by Member Marston, and on a 5-0 vote, (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy) the Board adjourned to Closed Session at 6:16 p.m.	Adjourned to Closed Session
The Board held a Closed Session Meeting on the following topic(s): <ul style="list-style-type: none"><li>● Superintendent's Evaluation</li><li>● Personnel Matters (Government Code 54957)</li></ul>	Closed Session
On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board reconvened to Open Session at 7:07 p.m.	Reconvened to Open Session
Mr. Bell announced tonight's meeting is being digitally recorded.	Recording of Meeting
Mr. Pomeroy led the flag salute.	Flag Salute
Mr. Bell announced there was no action taken at closed session.	Action Taken in Closed Session

Superintendent Perini presented former Board member, Bob Ridley, a Thank You Plaque for his years of dedication and service to TCUSD.

Special Recognition and Introduction

There were no public comments this evening.

Public Comments

Marianne Sarrail

Business Services Update

- Bond update: HS Phase 1A 2 story classroom building: 2<sup>nd</sup> floor deck of Building A has been poured; mechanical duct work has been installed; electrical, plumbing, and fire sprinkler installation is continuing; in the next couple of weeks, the framing of the classrooms for Building A as well as Building B, first floor will be done as well as roofing. Phase 1B plans have been submitted to DSA. There will be a presentation later on this evening from LPA regarding Phase 1B.
- Longden: Plans are with DSA and have been approved. The Interim housing project is complete and TELACU is continuing to work on the final bid documents for the project, we are expecting that bid in January.
- Cloverly: Modernization Phase 2, TELACU and the architects are continuing to meet regarding the scope of work and the existing building structure. Same update for La Rosa.
- Deferred Maintenance work (non-bond dollars): HS track, surface for long jump, high jump, and pole vault should start this Saturday; fencing around west end of track, should be done by 23<sup>rd</sup>; staff parking lot will be asphalted during Thanksgiving week; will begin removing tables from Room 601; Grad Nite storage building is finished and all materials will be moved back in next week; Softball field house for the girls will be completed in the next couple of days; delivered 12 additional tables and umbrellas to the quad for the students; installed fans at Oak and TCHS gyms—makes a big difference in temperature for the gyms.
- Tennis courts are being resurfaced and there is some brick repair work being done in the 400 and 500 wing at TCHS.
- Emperor: completed Room K1 (not Bond money); carpet is the last piece to be done, and then hydroseeding
- Oak: received a bid today to paint the exterior of the campus, the restrooms and the gym building, the 400 and 500 building, and the boys and girls lockers.
- District staff will be painting weight room, replacing mirrors in the bathrooms, and painting the walls in the girls and boys locker rooms; will also be striping parking lot at La Rosa next week

Melissa Kistler

Educational Services Update

- Tomorrow there is a DAC DELAC District English Advisory Council in Conference Room B from 3-5pm. Will be electing new members for the committee as well as going over LCAP; hopes everyone can

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come, would like parent participation and participation from groups represented by DAC, DELAC

- Will go over some changes in the ELD master plan

Art Cunha

- Thanked those who were able to attend the Employees of the Year Luncheon. Appreciates the support at those events.
- Publicly thanked Jerry Jambazian and the Kiwanis Club for putting on the ice cream social event for new teachers last week.

Personnel  
Services Update

TCEA: Deb Maurey, wished everyone happy holidays.

Bargaining Unit  
Comments

Jessica Huang

- Thanked the District for the changes at the high school: students in PE and those in sports will enjoy the new fans in the gym; track team is looking forward to the new track
- Thanked the District for fixing the Clock—it now chimes
- On Veterans Day, Girls Varsity Tennis Team won CIF Championships against Walnut High School; had a banquet for the team on Tuesday to celebrate their win
- November 4: Homecoming Football game event, HS did a scrimmage amongst themselves, fireworks and half time show
- November 15: Homecoming Dance, best turnout yet—there were 150 students more who attended the dance than ever before
- ASB has a different activity every day to express "Kindness"
- Next week is Thanksgiving break; excited to have the time off

Student Board  
Member  
Comments

Mr. Pomeroy

- Congratulated ASB for being so organized with Homecoming this year.
- Congratulated the Girls Varsity Tennis Team for their championship win, was able to attend a few playoff matches
- Thanked the administrators for taking charge on the Bond and providing updates on the continuous progress
- Welcomed Dr. Kistler again to the Board
- Wished everyone a great Thanksgiving
- Thanked President Bell for being a great President for the last few years

Board Member  
Comments

Mr. Knollenberg

- Wished everyone a Happy Thanksgiving
- Thanked the Kiwanis Club for the ice cream social for the New Teacher Reception
- Great turnout for Robotics at Longden and Emperor; seeing more and more people take an interest in Robotics.
- Attended the Veterans Day presentation the City put on last Friday.

- Wonderful tribute to the veterans and military personnel.
- Attended one tennis match at Longden; concerned that there isn't enough seating
- TCSF: Has given 69 grants to teachers, totally \$31,500; 8 grants were for items above \$2000
- TCHS Room 601: Performing Arts Presentation tomorrow and Friday
- There will be a December performance at Mission Playhouse

Board Member  
Comments  
(continued)

Mr. Goold

- Congratulated Girls Tennis on an outstanding job
- Congratulated Robotics teams who competed in Whittier—really enjoyed the presentations
- Enjoyed Homecoming event—one of the best halftimes he has seen.
- Had the pleasure of delivering checks for TCSF
- Attended New Teachers Ice Cream social ; Kiwanis is an outstanding group in our community
- Buy tickets for Christmas performance at the Mission Playhouse, they are selling out fast

Mr. Marston

- Thanked ASB at the high school; impressed by their maturity, high energy and how proactive they are; appreciates ASB reaching out to other students who wouldn't normally be interested in ASB
- Echoed previous sentiments of Board members regarding Kiwanis ice cream social and Girls Tennis Team
- Publicly acknowledged the great work other teams have been doing at the high school
- Thanked the administration for all the hard work on Measure S

Mr. Bell

- Echoed sentiments of previous Board members; it's inspiring to be a part of this District with such great students.
- Thanked Superintendent Perini and the entire team for all the hard work, everything from managing the bond, creating opportunities for students, and inspiring them

Kathy Perini

- There will be a large Tournament of Roses presence at the holiday concert for the high school to support Queen Tori.
- Appreciates the opportunity to work here and the trust that has been placed in her; great staff and students; it's a great place to be, lots to be thankful for

Superintendent's  
Comments

There were no written communications this evening.

Written  
Communications

On October 25, 2016, a Rating Presentation was given to Standard & Poors and Moody's. The presentation and discussion lasted approximately 1 – ½ hours. The purpose of this presentation is to provide information about the District to these credit rating agencies who will in turn provide a credit rating.

- Local real estate and District tax base
  - The median household income for Temple City in both the 2000 & 2010 Census were above that of the County, State and US
  - The unemployment rate in Temple City is consistently lower than the County, State and US
  - The average home sales price is also higher in Temple City when compared to the County
  - The District has averaged 5.86% in annual valuation growth over the last 20 years.
  - The top 20 tax payers in the City only account for 3.91% of assessed valuation, which provides stability to the tax base
  - When looking at staffing ratios and compensation for teachers in comparison to other districts, in 2014-15 TCUSD in #17 at \$77,825.
    - Following the recent raise it is #7, just behind Beverly Hills at \$80,938. Although many districts are not settled at this time.
- The District had actuarial studies related to its Other Post Employment Benefits liability completed in October 2015
  - The District has not established an irrevocable trust to prefund its OPEB liability
  - The District had \$1,008,361 reserved for OPEB in Fund 20 at the end of 2015-16
  - The District will continue addressing its OPEB liability through Pay-As-You-Go funding

Ms. Sarrail reviewed the General Fund information, which was similar to the Data Summary that was presented to the Board. The budgeted ending General Fund balance for 2016-17 is \$18.2 million. The District expects to refinance a portion of the callable, outstanding 2012 Election GO, Series A Bonds. Upon issuance of the Bonds, the District will be at 87.39% of its bonding capacity.

**Plan of Issuance:**

- District voters approved \$128,800,000 of general obligation bonds at an election in 2012
- The District issued Series A in the amount of \$39,998,164 in July 2013
- The upcoming issuance of approximately \$37,500,000 represents the second series of bonds from the 2012 authorization
- 2012 Election GO Bonds, Series B Structure
  - Assessed valuation assumptions of 4.00% in 2018 and 2019 and 4.25% thereafter
  - Tax-exempt current interest bonds and capital appreciation bonds
  - Estimated final maturity 8/1/2047
  - 10-year optional call feature
  - Secured by lock box, unlimited ad valorem taxes

Bond Rating  
Presentation  
(continued)

- Issued under the Government Code

**Plan of Refunding:**

- The District expects to refinance a portion of the outstanding and callable Election of 2012 GO Bonds, Series A for taxpayer savings
  - Advance refunding of the 2026, and 2037 through 2043 current interest bond maturities
  - Advance refunding of 2027 through 2033 capital appreciation bond maturities

2016 Refunding Bonds Structure

- Approximate par amount of \$39,000,000
- Tax-exempt current interest bonds
- Taxpayer savings is estimated at 5.89% PV as a percentage of refunded par, equivalent to \$3.04 million in total taxpayer savings
- Will not extend the final maturity (8/1/2043)
- 10-year optional call feature
- Secured by lock box, unlimited ad valorem taxes
- Issued under the Government Code

**Financing Schedule:**

10/19/2016 District Board Adopts Refunding Resolution and form of POS  
10/25/2016 Rating Conference Calls  
11/4/2016 Receive Rating  
11/9/2016 County Board adopts Tax Levy Resolution  
11/10/2016 Post POS  
11/15/2016 Pre-Pricing  
11/16/2016 Pricing  
12/6/2016 Closing

After the presentation:

- a. Each firm prepared a ratings report; this took just over a week
- b. The District was given 2 hours to review the report for accuracy and then it was made public
- c. S&P gave a credit rating of AA-, this "double A" rating is likely to remove the need for bond insurance with this issuance. Same rating as previously given
- d. Moody's has raised the districts rating from AA3 to A1

At the February 24, 2016 Board meeting, staff presented an overview of facilities use throughout the district, detailing the facilities used and the groups using these facilities.

Facilities Use  
Rates and  
Process

In addition, the Board was presented with a spreadsheet detailing the facilities use by site.

The group using the facility, the site, the number of days and number of hours:

Cloverly is used approx..	3,562 hours
DO	291 hours
Emperor	1,286 hours
La Rosa	4,090 hours
Longden	8,465 hours
Oak	2,048 hours
TCHS	1,076 hours
Total	20,818 hours

Facilities Use  
Rates and  
Process  
(continued)

It is important to note that this is use related to groups submitting an application for facilities use.

The District contracted with Dolinka Group for a Facilities Usage Fee Justification Study that was presented to the Board at the June 15<sup>th</sup> Meeting

Pursuant to Education Code Sections 38131 and 38134, the Study calculated Usage Fees for TCUSD based on different category fees. These fees are reasonable and appropriate based on the cost information and calculations documented in the Study.

At the June 15, 2016 Board Meeting, Dolinka Group presented the Facilities Usage Fee Justification Study. The purpose of the study was to determine the facility usage fees that the District can legally charge for use of their facilities pursuant to Ed Code 38131 and 38134, detailed in Exhibit A. Exhibit B details the schedule of usage fees. These fees do not include any applicable labor costs related to set-up, supervision and/or clean up. These rates will be based on actual hourly rates including all statutory benefits at the time.

As in the past, groups that do not charge fees to students have not been charged fees by the District to use facilities. However there has been some confusion when it relates to "non-profits". Being a non-profit does not mean that an organization does not charge fees or that they do not make a profit. It is an IRS designation and relates to how "profits" are used by the organization.

Board Policy 1330 was updated and adopted by the Board on 06.15.16. The board policy addresses the adoption of a comprehensive schedule of fees for use of facilities. In addition the board policy states that the Board will grant use of facilities and/or grounds without charge to school-related organizations whose activities directly relate to or benefit the District Schools. Other organizations will be charged under the Civic Center Act.

Currently groups wanting to use facilities submit a facilities use permit to the sites. If the site would like to allow this use, they submit the permit to the DO for approval.

The proposed process for the future will be that all permit requests will be submitted to Business Services at the DO. Staff will review the permit request to ensure that all necessary information and proof of insurance has been provided. Then all appropriate charges will be recorded. The site administrator will have the decision as to whether or not the use is approved.

We will be coming to you at the December Board Meeting asking for your approval of the new fee schedule.

David Eaves from LPA presented design plans for TCHS's new pool and locker building modernization project.

Temple City High  
School New Pool  
and Locker Building  
Modernization  
Design Presentation  
(LPA, Inc.)

**PHASE 1B:**

- Athletic Field
- Softball Field
- Pool + 800 Building

**SITE ITEMS:**

Athletic Field

- 272' to Fence (down the lines)
- Dugouts
- Bullpens
- Batting Cage

Softball Field

- 190' to fence (down the lines)
- Dugouts
- Bullpens
- Batting Cage

Pool + 800 Building

- Pool, 13 lanes: 25 yards x 33 meters
- Boys locker room
- Girls locker room
- Large team rooms
- Small team rooms
- Coaches offices
- Training room
- Concessions
- Pool equipment building
- Trash/transformer enclosure

LPA then presented the Board with a series of mock-up images of how the Pool area and 800 Buildings would look.

Member Marston mentioned that Band loads and unloads in an area near the pool and wondered how the new design would affect Band. LPA will take a look at the design and get back to the Board regarding the Band's loading/unloading area.



Ms. Katherine Healey, the District's Public Information Officer and Webmaster, presented the Website and Social Media update to the Board.

Website and Social Media Update

- September 2016: Social media soft launch (Facebook/ Twitter)
- December 2016: New website launch, Staff training, Promote through press release/ letter to parents
- March 2017: TCUSD app available on iTunes and Google Play stores; Promote through press release, parent, community outreach

Current Social Media Standings:

Facebook: **@myTCUSD**

Likes: 123

Average post reach/ week: 820

Twitter: **@TCUSD**

Followers: 56

Average impressions/ day: 57

New Website Launch

- New User Features
- Easily import school calendars using iCal feed
- Translation function
- Special announcements automatically sync to social media feeds
- Google search function
- Mobile-friendly site

Member Marston wanted clarification on what the District app will do. Member Pomeroy asked about multiple social media sites; the District is working on creating a uniform brand of TCUSD. Branding/marketing will mean a uniform presence on social media.

Member Bell thanked Ms. Healey for an excellent presentation and excellent work on the website. Appreciates all the hard work. Looking forward to more updates.

On motion of Member Bell, seconded by Member Marston, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board approved Notice of Completion for State Electric, Inc. for the Longden Elementary School Interim Housing Project.

Approved Notice of Completion for State Electric, Inc. for the Longden Elementary School Interim Housing Project

On June 15, 2016, the District entered into an Agreement with State Electric, Inc. to provide labor and material for the electrical, data, utilities, fire alarm and related site work for the connection of 4 classroom buildings and 1 restroom building. The project is now complete and requires Board approval for the filing of the Notice of Completion and Release of Retention in the amount of \$12,480.00.00 The retention is required to be released 60 days after the Notice of Completion has been filed with the County Recorder's Office.

FISCAL IMPACT/FUNDING SOURCE:

The retention amount of \$12,480.00 is included in the original contract of \$249,600.00 which was Board approved on June 15, 2016. This contractor did an outstanding job and completed the project within the time allowed per the contract documents and there were no change orders on this project. This completes the contract in the amount of \$249,600.00 which is the final contract amount.

FISCAL IMPACT/FUNDING SOURCE:

Budget: \$ 649,260.78

Cost of Services To Date: \$ 249,600.00 from Measure 'S' Bond Proceeds

**Amount Requested for Release: \$ 12,480.00 (Retention 5%)**

Balance: \$ 399,660.78 will be added to the project contingency

On motion of Member Goold, seconded by Member Marston, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approved Budget Adjustments to 2016-2017 Fiscal Year Budget.

Approved Budget Adjustments to 2016-2017 Fiscal Year Budget

RECOMMENDATION:

Approve Budget adjustment to Fiscal 2016-2017 related to the Associated Student Body Budget for transportation and safety equipment and adjust Lottery Instructional materials Budget.

BACKGROUND/ANALYSIS:

Revisions to the adopted budget require County Office approval under Education Code section 42600, 42601, 42602, 42603, or 42610. This includes increases or decreases in revenue accounts, expenditure accounts, transfers to and from ending balances, and adjustments to the components of ending fund balances.

The following budget revisions must be approved by the Governing Board prior to submittal to the County Office.

FISCAL IMPACT/FUNDING SOURCE:

The Ending Fund Balances will increase or decrease as follows:

01.0 General Fund - Unrestricted \$(62,677)

01.0 General Fund - Restricted 201,845

On motion of Member Bell, seconded by Member Goold, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approved Opening a Public Hearing to Discuss the Board's Potential Approval of Gina Aparicio as the Board's Representative on the Personnel Commission.

Approved Opening Public Hearing to Discuss the Board's Potential Approval of Gina Aparicio as the Board's Representative on the Personnel Commission

Conducted Public Hearing from 8:51 p.m. to 8:54 p.m.

Public comment: Agree with appointing Gina Aparicio, she is a great candidate.

Member Bell and Member Marston expressed their appreciation that Gina

Aparicio and Dennis McNulty wanted to serve the District by being on the Personnel Commission.

On motion of Member Bell, seconded by Member Marston, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approve Closing a Public Hearing to Discuss the Board's Potential Approval of Gina Aparicio as the Board's Representative on the Personnel Commission.

Approved Closing a Public Hearing to Discuss the Board's Potential Approval of Gina Aparicio as the Board's Representative on the Personnel Commission

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approved Gina Aparicio as the Board's Representative on the Personnel Commission.

Approved Gina Aparicio as the Board's Representative on the Personnel Commission

On motion of Member Marston, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Received Board Policies for First Reading.

Receive Board Policies for First Reading

- BP 1114 District-Sponsored Social Media (Paul Marietti)
- BP 3541.2 Transportation for Students with Disabilities (Paul Marietti)

On motion of Member Bell, seconded by Member Goold, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board approved the following Consent Agenda items:

Approved Consent Agenda

- Minutes of the Special Joint ASB/BOE Meeting of the Board of Education of October 19, 2016
- Minutes of the Regular Meeting of the Board of Education of October 19, 2016
- Payroll Documents, Warrants, Contracts, and Purchase Orders
- Certificated Personnel Order 1617-06; with the exception of Item 29 B-2
- Classified Personnel Order 1617-06

On motion of Member Bell, seconded by Member Pomeroy, and on a 4-0-1 vote (Aye: Bell, Knollenberg, Marston, Pomeroy; Nay: None; Abstain: Goold), the Board approved the following Consent Agenda items:

- Certificated Personnel Order 1617-06, Item 29 B2

Approved Certificated Personnel Order 1617-06, Item 29 B2

Member Pomeroy would like to discuss holding regular meetings at a school site.

Board Member Comments

Member Marston would like to have a joint meeting with the Personnel

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Commissioner once new member, Gina Aparicio, is sworn in.  
Member Marston would like a tour around the sites to see the construction progress.  
Member Marston would like to discuss thanking the public regarding Measure S and for supporting the Bond.

On motion of Member Knollenberg, seconded by Member Goold, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the meeting was adjourned at 9:02 p.m.

Adjournment



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George Goold, Clerk of the Board of Education

Future Board of Education Meetings

Future Board Meetings

December 7, 2016  
(Annual Organizational and Regular Meetings)

January 11 and 25, 2017  
February 8 and 22, 2017  
March 8 and 22, 2017  
April 19, 2017  
May 10 and 24, 2017  
June 14 and 28, 2017