

**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 December 7, 2016**

Mr. Marston called the Regular Meeting to order at 6:20 p.m.	Call to Order
<u>Board Members Present</u> Larry Marston, President John Pomeroy, Vice President Vinson Bell, Clerk George Goold, Member Kenneth Knollenberg, 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 Marston, seconded by Member Knollenberg, and on a 5-0 vote, (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy) the Board adjourned to Closed Session at 6:24 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 Marston, seconded by Member Bell, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board reconvened to Open Session at 7:08 p.m.	Reconvened to Open Session
Mr. Bell announced tonight's meeting is being digitally recorded.	Recording of Meeting
Mr. Bell led the flag salute.	Flag Salute
Mr. Marston announced there was no action taken at closed session.	Action Taken in Closed Session

Superintendent Perini presented TCHS's Girls Varsity Tennis Team with Certificates of Recognition for winning the CIF Southern Section Division 3 Girls Tennis Championship. Coach Nathan Slaymaker introduced the team and spoke of their accomplishments.

Special Recognition and Introduction

There were no public comments this evening.

Public Comments

Marianne Sarrail

Business Services Update

- Bond project  
TCHS: Masonry is complete, interior framing for classrooms is in progress, mechanical ducting is in progress, window frames are being installed, glazing for the door transom and sidelight is installed today. Roofing underway for Building A; Phase 1B plans have been submitted to DSA for review and comment and TELACU is currently doing a constructability review on the drawings
- Longden Modernization Project: plans are now DSA approved, interim housing is complete; constructability review is complete; TELACU working on final bid documents for this project, plan to bid in January or February.
- Cloverly Modernization Phase 2: TELACU and the architect are continuing to meet regarding the scope of the work and the existing building structure; same situation with La Rosa.
- Will be presenting First Interim Report tonight
- Will present a budget timeline at the next meeting

Melissa Kistler

Educational Services Update

- Working with the K5 Teacher Committee to begin selection for math adoption, looking at 3 publishers, hoping to bring something to board early next year
- Looking forward to working with our Professional Development calendar for teachers and staff, starting this Spring and moving onto next year
- Happy holidays from our staff

Art Cunha

Personnel Services Update

- Nothing to report this evening

TCEA: Jessica Goold thanked the Board and District for all the hard work.

Bargaining Unit Comments

Jessica Huang

Student Board Member Comments

- Enjoyed Thanksgiving break, looking forward to Winter Break
- On 12/13, approximately 30 Japanese exchange students will visit TCHS, ASB members will be taking them to various classes and activities to show them what TCHS is like.

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- ASB members attended Lights on TC was last Friday.
- Last Sunday, ASB volunteered at a toy drive at a Purist event.
- Attended the Board conference last week, learned a lot from other student board members and her role in general
- ASB would like to thank the Board with a giant card for all the hard work we have accomplished

Mr. Goold

Board Member  
Comments

- Attended the CSBA Conference last week. Learned a lot of new things such as where to find information, what role he plays
- TCUSD is well-run, better off compared to other Districts
- Brighter Sides and Band/Auxiliary will be performing at Disneyland
- Christmas concert is coming up on Monday at the Mission Playhouse

Mr. Knollenberg

- Attended CSBA conference in SF – would like to summarize classes he attended in the future
- Attended the DELAC meeting, very informative
- Attended TCHS advanced drama performance
- Thanked the tennis team for attending the meeting with the City and with the Board
- Also looking forward to Christmas concert at the Mission Playhouse
- Wished everyone Merry Christmas
- Garden dedication at the elementary schools – acts as tribute to our Facilities

Mr. Bell

- Hopes everyone have happy holidays
- Was unable to attend the CSBA conference
- Congratulated Girls Tennis Team for their outstanding job
- Was unable to attend the play at the HS

Mr. Pomeroy

- Echoed sentiments of previous Board members regarding the Girls Tennis Team; was able to attend a few matches
- Attended CSBA conference
- Thanked Member Bell for serving as the President of the Board and doing a great job
- Wished President Marston a great year, appreciates all the time invested
- Wishes everyone a great holiday break and happy new year

Mr. Marston

- Happy holidays to everyone
- Thanked Mr. Bell for his mentorship over the past year and Mr. Pomeroy for his mentorship as well
- Echoed all comments about CSBA conference, attended a pre-

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conference session: Board President's Workshop—felt it was very helpful. Appreciates CSBA for assisting school boards and superintendents and teaching them how to advocate for public education

- Held a moment of silence for the anniversary of Pearl Harbor

Kathy Perini

- Attended First Annual Christmas Party sponsored by Woman's Club of Temple City.
- Attended elementary holiday vocal concert last night. Thanked Matt Byers for all the hard work he does with our students.
- Almost Christmas presented by TCHS at Mission Playhouse. There will be 37 Tournament members attending —calling it "Queen Victoria's Holiday Concert."
- There will be a banner going up sponsored by the District and the City for Queen Victoria
- On Friday at 9am, 2<sup>nd</sup> annual Longden kindergarten chorus will perform for the District Office

Superintendent's  
Comments

Received two Thank You cards:

Tessi Ridley thanked the Board for the flowers she received when we recognized former Board member, Bob Ridley.

Dr. Lashier thanked the BOE and staff for all the work that was completed at TCHS over Thanksgiving break.

Written  
Communications

On motion of Member Marston, seconded by Member Knollenberg, and on a 4-0-1 vote (Aye: Bell, Goold, Knollenberg, Marston; Nay: None; Abstain: Pomeroy), the Board approved the Agreement with AJ Fistes Corporation for the Oak Avenue Intermediate School Painting Project.

The Facility Services & Maintenance Department has coordinated an exterior painting project for Oak Avenue Intermediate School. The project will include the exterior painting of all buildings including all covered walkways and any wood rot will be removed and replaced with new lumber, interior painting of student restrooms in buildings C and D and the painting of the lockers in both boys and girls locker rooms.

Approved  
Agreement with  
AJ Fistes  
Corporation for  
the Oak Avenue  
Intermediate  
School Painting  
Project

On November 16, 2016, sealed bids were received and opened at 2:00 PM.

A total of 4 bids were received;

Stolie Painting \$ 127,000.00

AJ Fistes Corporation \$ 127,400.00

Skyline Painting \$ 137,000.00

GDL Best Contractors, Inc. \$ 323,000.00

On November 21, 2016, the low bidder Stolie Painting withdrew their bid citing a clerical error. The District and TELACU Construction Management have verified the bid document submission, verified licensing, workers

compensation, bonding capacity, conducted a Post-Bid Interview, and is recommending the award of the contract to AJ Fistes Corporation as the lowest responsible bidder. AJ Fistes Corporation has completed many projects throughout the District and has exhibited quality work, including the exterior painting at Cloverly, La Rosa and Emperor Elementary Schools. Attached is the Agreement that was prepared and reviewed by Sharon Suarez, Esq. of Orbach, Huff, Suarez & Henderson, LLP.

FISCAL IMPACT/FUNDING SOURCE:

Bid Amount: \$127,400.00 (Deferred Maintenance Funds)  
Budget: \$175,000.00 (balance of \$47,600 will remain in the Deferred Maintenance budget)

There was a slight revision made to the Agenda report and was corrected: incorrect number \$114,300 in the first paragraph; it should read, \$127,400 as indicated in the Agreement.

Member Pomeroy recused himself from the discussion and vote of this Agenda item, citing a possible conflict of interest. Due to the location of his house, there may be financial interest associated so Member Pomeroy abstained from voting.

On motion of Member Marston, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approved Notice of Completion and Release of Retention to Stone Roofing, Inc. for the Cloverly & La Rosa Elementary Schools Re-Roofing Project.

Approved Notice of Completion and Release of Retention to Stone Roofing, Inc. for the Cloverly & La Rosa Elementary Schools Re-Roofing Project

On June 15, 2016, the District entered into an Agreement with Stone Roofing, Inc. to provide labor and material for the re-roofing of 3 buildings at La Rosa and 2 buildings at Cloverly as a Deferred Maintenance Project. 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 \$24,124.00

FISCAL IMPACT/FUNDING SOURCE:

The retention amount of \$24,124.00 is included in the original contract of \$482,480.00 which was Board approved on June 15, 2016. There were no change orders on this project. This completes the contract in the amount of \$482,480.00 which is the final contract amount.

FISCAL IMPACT/FUNDING SOURCE:

Budget: \$510,000.00 (for roof replacement for FY 16-17)  
Cost of Services To Date: \$ 458,356.00 from Deferred Maintenance Funds  
Amount Requested for Release: \$ 24,124.00 (Retention 5%)  
Balance: \$ 28,000.00 will remain in the Deferred Maintenance Budget

On motion of Member Marston, seconded by Member Knollenberg, and on

Approved 2016-

a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approved 2016-2017 First Interim Financial Report.

2017 First Interim  
Financial Report

Education Code Sections 35035(g), 42130 and 42131 require the governing board of each school district to certify at least twice a year to the district's ability to meet its financial obligations for the remainder of that fiscal year and for the subsequent two fiscal years. This is referred to as the Interim Report Process. The 1<sup>st</sup> Interim Report is based on financial information as of October 31, 2016. It is required to be completed, Board approved and delivered to the Los Angeles County Office of Education ("LACOE") by December 15, 2016.

The certification by the Governing Board must be classified one of the following:

**Positive:** A school district that, based on current projections, will meet its financial obligations for the current and two subsequent fiscal years.

**Qualified:** A school district that, based on current projections, may not meet its obligations for the current and two subsequent fiscal years.

**Negative:** A school district that, based on current projections, may not meet its obligations for the current and two subsequent fiscal years.

Local Control Funding Formula Projections

The District's 2016-17, 2017-18 and 2018-19 LCFF funding projections are based on information provided by LACOE and School Services of California, Inc. Staff may recommend a revision to the current projections after the release of the Governor's

Proposed Budget for 2016-17 in January 2017. District projections for 2016-17, 2017-18 and 2018-19 include a 0%, 1.11% and 2.42% Cost of Living Adjustment ("COLA") to the Base Grant portion of the LCFF formula and assign the GAP funding portion of that formula as part of the ending fund balance for those years. The LCFF continues to provide a base grant per student (adjusted for grade span differentials, K-3, 4-6, 7-8 and 9-12) multiplied by district ADA. Additional LCFF funds are allocated to K-3 to assist in keeping class sizes small and additional funds are allocated to 9-12 to support curriculum geared to career options.

Grade Span	Prior Year Base	2016-17 COLA 0%	2016-17 Adj.	2016-17 Base Grant
K - 3	\$ 7,083	\$ 0	\$ 737	\$ 7,820
4 - 6	7,189	0	0	7,189
7 - 8	7,403	0	0	7,403
9 - 12	8,578	0	223	8,801

Note on Local Reserves

The 2014-15 State Budget contained controversial provisions requiring districts to substantiate the need for an unassigned or assigned ending fund balance above the required minimum reserve level beginning with budgets adopted for the 2015-16 fiscal year.

According to School Services of California, Inc. (SSC) "the first of the two major elements of the new legislation (SB 858) required additional disclosure and a public hearing related to reserve levels taking effect with the 2015-16 Budget. The second provision requires school districts to justify reserve levels to the County Office of Education. Under certain conditions, the state would require imposition of hard caps on district reserves."

SSC also noted "that the reserve limitations may never take effect because of the conditions precedent to the cap on reserves. While we agree that it may be years before the limitation would be implemented, that does not relieve our concern. A law that is passed and is acceptable only because it may never take effect is, by definition unacceptable."

County offices continue to reinforce the need for reserves over the minimum reserve requirements. The experience of the most recent recession has clearly demonstrated these minimum levels are not sufficient to protect educational programs from severe disruption in an economic downturn. The typical 3.0 percent reserve minimum represents less than two weeks of payroll for many districts. Many LEAs have established reserve policies calling for higher than minimum reserves, recognizing their duty to maintain fiscal solvency. The adequacy of a reserve level should be assessed based on the LEA's own specific circumstances.

Retirement Rates - CalSTRS

AB 1469 increases the contribution rates that employers, employees and the state pay to support the State Teachers Retirement System. The rate for employers is 12.58% for 2016-17, up from 10.73% in 2015-16. Employer rates will continue to increase until 2020-21 and are expected to bring the underfunded retirement system to full funding in 31 years.

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Employer	10.73%	12.58%	14.43%	16.28%	18.13%	19.10%

Retirement Rates – CalPERS

The CalPERS adjustment to district revenue limits was eliminated with the implementation of the LCFF. Therefore, any increases in the CalPERS contribution rate have direct impact on the local agency budget. The rate for employers is 13.888% for 2016-17, up from 11.847% in 2015-16. LACOE advises districts to use the rates below for multi-year projections.

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	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Employer	11.847%	13.888%	15.50%	17.10%	18.60%	19.80%

LCFF and Other Revenue

	Adopted Budget-June	Operating Budget-Oct	Projections-1 <sup>st</sup> Interim
LCFF	\$ 48,901,803	\$ 49,014,963	\$ 49,035,484
Federal Revenue	2,178,306	2,416,373	2,416,373
Other State Revenue	2,000,985	2,000,985	2,476,567
One Time Funding	1,367,853	1,367,853	1,367,853
Other Local Revenue	3,543,298	3,645,253	3,645,253
RRMA Transfer	(1,646,775)	(1,827,614)	(1,824,535)
Total Revenue	\$ 56,345,470	\$ 56,617,813	\$ 57,116,995

Expenditures

The current Operating Budget includes salary and benefit increases for the Certificated, Classified and Management personnel. Textbook adoptions are included in the budget, but the actual purchase of textbooks may or may not occur during this timeframe.

	Adopted Budget-June	Operating Budget-Sept	Projections-1 <sup>st</sup> Interim
Certificated Salaries	\$ 27,351,755	\$28,847,248	\$ 28,847,448
Classified Salaries	8,209,766	8,862,483	8,862,483
Employee Benefits	10,935,320	10,915,448	10,915,470
Books & Supplies	2,734,516	4,970,287	4,992,893
Srvcs & Other Op Exp	5,093,393	6,365,004	6,378,703
Capital Outlay	7,300	260,389	260,389
Other-Indirect	310,440	310,440	310,440
Total Expenditures	\$ 54,642,490	\$ 60,531,299	\$ 60,567,826
OPEB transfer	\$250,000	\$250,000	\$250,000
Total Expenditures	\$ 54,892,490	\$ 60,781,299	\$ 60,817,826

LACOE is requiring that the LCFF Gap Funding be reserved in an "assigned account", for 2017-18 and 2018-19, as there is no statutory guarantee related to this portion of the LCFF Funding. This amount is in excess of the Governing Board established 5% reserve. The Gap Funding projection is \$1,922,098 in 2017-18 and \$785,182 in 2018-19.

Overview

	Projected 2016-17	Projected 2017-18	Projected 2018-19
Total Revenue	\$ 54,551,935	\$ 54,858,970	\$ 56,753,320
LCFF Gap	2,565,060	1,922,098	785,182



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Funding			
Total Expenditures	60,817,826	56,508,876	57,433,780
Ending Fund Balance	13,060,220	13,332,412	13,437,134
5% Reserve	3,040,891	2,825,444	2,871,689

Member Pomeroy thanked Ms. Sarrail for presenting the report clearly and in a manner they can all understand.

On motion of Member Marston, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board Approved the Facilities Use Rates and Process.

Approved  
Facilities Use Rates  
and Process

During the February 24, 2016 Board Meeting staff presented an analysis of facilities use by non-school district users throughout the District. This presentation detailed organizations using District facilities, and the facilities used. In addition schedules were provided detailing the associated number of hours of use by facility.

The District contracted with Dolinka Group to conduct a Facilities Use Fee Study, which was presented to the Board during the June 15, 2016 Board Meeting. This presentation detailed Senate Bill No. 1404 Civic Center Act which allows school districts to recover costs related to the use of facilities by non-school district users. In addition Fee Groups, Capital Direct Costs, Operational Direct Costs, Fair Rental Value Fees and a Summary Schedule of Usage Fees were reviewed.

During the November 16, 2016 Board Meeting staff reviewed the materials referenced above.

Included for your reference are materials previously presented and reviewed; Proposed General Facility Fee Schedule, Facilities Usage Fee Justification Study June 2016, Education Code 38130 - 38139, Board Policy 1330, Administrative Regulation 1330 and TCUSD 2015-2016 Facilities Use Schedule.

It is recommended that the Board approve the proposed Facilities Use Rates. The fees collected are allowed by Education Code 38134 and will be used to offset the expenses of maintaining District facilities. The attached schedule details the proposed Civic Center Fees for Use of School Facilities to become effective January 1, 2017.

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 Second Reading and Approved Revised Board Policies.

Receive for  
Second Reading  
and Approve  
Revised Board  
Policies

- BP 1114 District-Sponsored Social Media (Paul Marietti)

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- BP 3541.2 Transportation for Students with Disabilities (Paul Marietti)

On motion of Member Marston, seconded by Member Pomeroy, 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

- New BP 3230 Federal Grant Funds (Marianne Sarrail)
- BP 5145.3 Non-Discrimination/Harassment (Paul Marietti)
- BP 5145.7 Sexual Harassment (Paul Marietti)

On motion of Member Knollenberg, 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 Regular Meeting of the Board of Education of November 16, 2016
- Payroll Documents, Warrants, Contracts, and Purchase Orders
- Disposal of Obsolete Equipment
- Temple City High School Student Trip: Honors Orchestra to World Strides Music Festival in San Diego, California on March 24 -26, 2017
- Certificated Personnel Order 1617-07
- Classified Personnel Order 1617-07

Member Knollenberg: Discussion/information item: what we learned at CSBA conference.

Board Member Comments

When going through contracts, would like to see a summary for SPED (for outside contracting for SPED).

On motion of Member Marston, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the meeting was adjourned at 8:06 p.m.

Adjournment



Vinson Bell, Clerk of the Board of Education

Future Board of Education Meetings

Future Board 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