



San Juan
Unified School District

San Juan Unified School District Facilities Committee

- | | | |
|---|--|---|
| <input type="checkbox"/> Anderson Berry, Chair | <input type="checkbox"/> Maggie Cooper | <input type="checkbox"/> Peter McKane |
| <input type="checkbox"/> Melinda Berry, Asst. Chair | <input type="checkbox"/> Tina Cooper | <input type="checkbox"/> Murad "Moe" Sarama |
| <input type="checkbox"/> Lupita Alcalá | <input type="checkbox"/> Ashley Freer | <input type="checkbox"/> Steve Ward |
| <input type="checkbox"/> Rachel Andrakowicz | <input type="checkbox"/> Fred Latu | <input type="checkbox"/> Fedros Yavrom |

We commit to:

- | | |
|---|---|
| <ul style="list-style-type: none"> o Being responsive to the needs of students o Conducting meetings that are: Effective, Efficient and Decisive o Focusing on solving problems o Working together through the committee chair o Recognizing the committee's role as a recommending body o Differentiating between fact and opinion | <ul style="list-style-type: none"> o Clearly defining and agreeing upon mission o Members having open minds and being creative o Abide by Brown Act concept and principles o Being responsive to the direction of the Board as a whole o Members being polite, respectful, and supportive of other's time and opinions |
|---|---|

AGENDA

April 4, 2023

District Office Board Room

3738 Walnut Avenue, Carmichael, CA 95608

I. CALL TO ORDER – 6:30 p.m.

II. VISITOR COMMENTS*- 6:35 p.m.

III. BUSINESS ITEMS – 6:40 p.m.

- | | |
|---|--------------------|
| 1. Approval of the Minutes – February 7, 2023 - Action | (Berry) |
| Material Provided (Pages 2-4) | |
| 2. Chair Report | (Berry) |
| 3. Board Member Report | (Hernandez) |
| 4. Introductions: New Facilities Committee Member | (Berry) |
| 5. Technology Services Update– Report | (Skibitzki) |
| Material Provided (Pages 5-17) | |
| 6. Avey/Sub. Committee Update, Non-Permitted School Use – Report | (Avey) |
| 7. Next Meeting Location (May 2, 2023) – Discussion | (Berry) |

IV. FUTURE AGENDA ITEMS – Discussion 7:30– 7:40 p.m.

- Enrollment Demographics
- Surplus Property
- Update on Boundary Adjustment/Committee Works

V. INFORMATION – 7:40 p.m.

- | | |
|--|-------------|
| 1. Attendance Summary..... | Page 18 |
| 2. Board of Education Future Agenda Items..... | Pages 19-20 |

VI. ADJOURNMENT – 7:45 p.m.

* Public comments are welcome at Facilities Committee meetings. Each agenda allows time for visitor comments at the beginning of the meeting, as well as during consideration of specific agenda items. To give everyone a chance to be heard, we ask that you limit your comments to two minutes. To speak to the Committee, you must fill out a "Request to Address the Facilities Committee" card, which is available at each meeting. This card will be given to the Chair. You will be called at the appropriate time.



San Juan
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San Juan Unified School District Facilities Committee

- Anderson Berry, Chair
- Melinda Avey, Asst. Chair
- Lupita Alcala
- Rachel Andrakowicz

- Maggie Cooper
- Tina Cooper
- Ashley Freer
- Fred Latu

- Murad "Moe" Sarama
- Steve Ward
- Fedros Yavrom

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MINUTES

March 7, 2023

John Barrett Middle School (Library)
4243 Barrett Road, Carmichael, CA 95608

I. CALL TO ORDER – 6:30 p.m.

Ms. Avey called the meeting to order at 6:34 p.m.

II. VISITOR COMMENTS*- 6:35 p.m.

There were none.

III. BUSINESS ITEMS – 6:40 p.m.

1. Approval of the Minutes – February 7, 2023 - Action

(Avey)

Material Provided (Pages 2-5)

As so moved by Ms. M. Cooper, seconded by Mr. Sarama. The vote passes unanimously.

2. Chair Report

(Avey)

Ms. Avey had nothing to report.

3. Board Member Report

(Hernandez)

Mr. Hernandez reported that he recently attended the Earl LeGette beam signing. He is excited for the Katherine Johnson Middle School ribbon cutting on April 14th; he invited the committee members to attend if they can.

4. Introductions: New Facilities Committee Members

(Avey)

Ms. Avey introduced the new committee members, Mr. Sarama and Ms. Andrakowicz. Both members shared a little about themselves and why they decided to join the Facilities Committee.

5. Revision to Facilities Committee Bylaws – Discussion

(Allen)

Material Provided (Pages 6-11)

Mr. Allen led the committee in a review and discussion of proposed changes to the Facilities Committee by-laws. Notable revisions included section five, reaffirming the committee is in compliance with the Brown Act, as well as committee composition changes due to district's new board members. Committee members shared their thoughts and made suggestions. Mr. Allen will relay the committee's suggestions to the board. The revisions are scheduled to be presented to the board on March 14, 2023, and will return on March 28, 2023, for final approval.

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6. Nutrition Services Update – Report

(Nair)

Material Provided (Pages 12-19)

Ms. Nair presented the item. She went over the department’s responsibilities, the three different pillars of AB 130, meal count comparisons, revenue, expenditures, etc.

Questions asked:

Ms. M. Cooper asked for clarification on some of the expenses versus revenue.

Ms. M. Cooper asked if there is pork in the pepperoni pizza. She also suggested adding signs/pictures to add more clarity for students. She also asked about halal options.

Ms. Nair answered no, all pepperoni is turkey only. She appreciates Ms. Cooper’s suggestions. Halal is hard to find.

Ms. Alcala thanked Ms. Nair for the presentation. She is a huge supporter of Universal Meals. She suggests surveying students to ensure we are meeting our 15-minute meal line goal.

Mr. Yavrom asked if walk-ins and kitchen remodels will be included in the Facilities Master Plan.

Mr. Camarda answered yes, it will be apart of the Master Plan.

7. Non-Permitted School Use – Discussion

(Camarda)

Ms. Avey led the committee in a discussion about non-permitted school use, most specifically, track and field use at high schools. Ms. Avey would like to head an ad hoc committee on this subject. Ms. Maggie Cooper, Ms. Tina Cooper, and Ms. Alcala volunteered to be on the ad hoc committee along with Ms. Avey. They will work with Facilities and Ms. Chenoweth to gather the necessary information in order to come to a decision.

Mr. Camarda noted that he does not have a huge outcry on this topic, it isn’t often that he gets calls on this subject.

Ms. Alcala stated that she is positive about this idea. Disadvantaged neighborhoods could really use the facilities. She would like more data on what type of use, what’s available for use, and timing. Ms. Alcala is also interested in seeing what SJUSD’s current rate of vandalism is compared to other districts. She believes we should pilot this program after reviewing the cost versus the risk.

Mr. Camarda advised some of the risks include needles, human waste, and other drug paraphernalia.

Ms. Freer added that money spent on wear and tear from non-permitted use will take funds away from safety upgrades; this concerns her.

Ms. Tina Cooper suggested that the ad hoc look at nearby amenities when considering the site use.

Ms. Maggie Cooper added that she does not think anyone should have full-on campus access; she’s concerned that this could open the site up to liability issues.

Ms. Avey advised she will keep the Facilities Committee up to date with the ad hoc and their discussions.

8. Alternate Committee Meeting Locations - Discussion

(Avey)

The committee discussed some alternate meeting locations for future meetings. The next meeting will be held in the district office board room.

IV. FUTURE AGENDA ITEMS – Discussion 7:30– 7:40 p.m.

- **Enrollment Demographics**
- **Surplus Property**

Ms. Freer and Mr. Sarama both suggest an update on the Safe Schools implementation plan.

Ms. Avey re-opened the floor for public comment.

Mr. Nelson made comments about the different types of committees, mandated ed code and the Brown Act.

V. INFORMATION – 7:40 p.m.

- 1. Attendance Summary..... Page 20
- 2. Board of Education Future Agenda Items..... Pages 21-22

VI. ADJOURNMENT – 7:45 p.m.

Ms. Avey adjourned the meeting at 9:00 p.m.

DRAFT

The slide features a dark blue background with glowing icons of a graduation cap, a globe, an open book, and a lightbulb, all connected by a network of lines. The title "TECHNOLOGY SERVICES" is prominently displayed in large, bold, yellow capital letters.

TECHNOLOGY SERVICES

San Juan Unified School District
Facilities Committee Meeting
April 4, 2023

Peter Skibitzki
Sr. Director

1

The slide has a white background with a blue geometric pattern on the right side. The title "Technology Support Staff" is in a light blue font. Three circular headshots of staff members are arranged vertically on the left, each followed by their name and title in black text.

Technology Support Staff

	Kristine Dunn Administrative Assistant
	Debra Jordan Department Secretary
	Denise Duvall Intermediate Clerk Typist

2

Technology Management Team

- Joe Nogosek
Program Manager Networking & Application Support
- Laura Kenobbie
Program Manager Student Information Systems (SIS)
- Esteban Ramirez
Coordinator Technology Support
- Dave Kong
Coordinator Business Systems Support
- Jeff Pham
Applications Architect

3

Technology Department Teams

- Administrative Team**
 - Senior Director
 - Administrative Assistant II
 - Department Secretary
 - Intermediate Clerk Typist **** Half time**
- SIS Team**
 - Program Manager
 - Student Information Support Specialist (6)
 - Database Administrators (3)
- FIS Team**
 - Program Coordinator
 - Senior Program Analyst (1)
 - Financial Support Specialist (2)
- Technology Support Team**
 - Program Coordinator
 - Senior Technology Support Specialist (5)
 - Technology Support Specialist II (12)
 - Technology Support Specialist I (3)
- Networking & Application Support Team**
 - Program Manager
 - Network Support Specialist (4)
 - Application Support Specialist (4)
 - Telecommunication Support Specialist (2) ****One vacancy**
- Enterprise Applications Team**
 - Applications Architect

Total Department 50.5

4

Technology Services



5



Joe Nogosek Program Manager Networking & Application Support

Completed

- Aruba Wireless installed throughout the District
- Palo Alto Networks Next Generation Firewall upgraded with new internal routing configured
- VOIP Mitel System upgraded to latest supported version
- Security Awareness Training available for all employees
- Deployed Multi-Factor Authentication to all District Staff, Interns, and Contractors

In Progress

- Uninterruptible Power Supply Units are being installed in all IDFs throughout the District.
- Upgrading all servers to supported Windows Operating System
- Upgrading Windows computers to latest Windows 10 Operating System through Microsoft InTune

Planned

- Migrate to Microsoft Windows Defender XDR Anti-Virus on all workstations
- Upgrade District Switches
- Deploy new server backup solution with ransomware protection and cloud offline storage

6



Laura Kenobbie
Program Manager Student Information Systems

Completed

- Scan Manger application
- PowerSchool Enrollment
- PowerSchool Insights
- CALPADS Fall 1 and Fall 2 Submissions

In Progress

- Google Classroom Sync via Q Rollout
- Scan Manger Enhancements
- ERP Data File Conversions and report re-writes

Planned

- End of School Year Close Out
- Summer School and New School Year Setup
- Master Schedule Training For Site Administrators

7



Esteban Ramirez
Coordinator Technology Support

Completed

- SY 20/21 and 21/22 CRP – 615 Devices Deployed
- 2022 Smooth Start – 150 Devices Deployed
- Site Orders / Non-CRP - 885 MacOS, 380 iOS, 80 Apple TVs, 120 Win 10
- District-Wide Chromebook Inventory – 40,000 Chromebooks Scanned
- Transition to Lenovo Devices and Brother Printers
- Since 8/11/22 - 12,760 Incidents Resolved, and 6,425 Calls Received with an 85% Answer Rate

In Progress

- SY 22/23 CRP Deployment – 456 Devices, due in April
- Site Orders / Non-CRP – 34 MacOS, 42 iOS, 14 Apple TVs
- Warehouse Chromebook Cleanup and Restorations – 2,200 G8s to prepare
- District-Wide Printer IP Project - Update IPs and Names
- Continued Daily Support

Planned

- SY 23/24 CRP Deployment – 545 Devices Projected
- 2023 Smooth Start – 200 Devices Projected
- Summer School Chromebook and Device Needs Pending
- Standby for Upcoming Projects

8



Dave Kong Coordinator Business Systems Support

Completed

- Production Accounts Payable and Payroll Runs
- QSS server upgrades from 1.71.0 to 1.73.0
- QSS-to-Escape Data Mapping and Translation

In Progress

- Data Mapping and Translation from QSS to Escape
 - Fixed Assets and Accounts
 - General Ledger

Planned

- Upgrade QSS server from v1.73.0 to v1.74.0
- Data Mapping and Translation from QSS to Escape continues

9



Jeff Pham Applications Architect

Completed

- Covid Employee Vaccinate Verification system – the application allows the district to track employee COVID-19 vaccination and weekly COVID-19 testing.
- Asset Management Information System - the application allows Tech Services staff to inventory and track district equipment.
- Summer School Jobs application – the workflow application to automate the review, approval, and hiring process.

In Progress

- IRIS COVID-19 portal – continue updating COVID-19 report tracking as required by Sacramento County and Cal/OSHA.
- Low Incident Equipment Tracking - the application allows Special Ed staff to inventory, track, check out, and check in the equipment.
- Educational Application Onboarding System application – the workflow application to automate the education application/software request and approval, also allows technology services to track and support district-approved application/software.
- The Fundraising Information System application allows users to request, track, and approve school site fundraising requests.

Planned

- Website Approval Request application
- PRA and Email Discovery application

10

Educational Application Support

Technology services is working on creating and implementing a new application called Educational Application to help track all application purchases through the district. This application will help track what step the purchase request is in, if technology services and/or legal has the approved student data privacy act, and a list of each approved and non-approved application for district use.

11

Educational Application Approval Workflow



12

Enterprise Resource Planning System



Technology services is working with departments across the organization to implement a new Enterprise Resource Planning (ERP) software from Frontline Education. The system consists of a variety of modules that work together to provide a turnkey solution to meet needs of departments and programs across the districts.

- HR Recruiting, Hiring, and Onboarding
- Fiscal Services- Accounts Payable, Accounts Receivable, Payroll
- Employee Benefits
- Absence Management, Time and Attendance
- Professional learning and development

13

Board Meeting Software and Audio-Visual Equipment Upgrades



14



E-Rate

- Internet Services
- Firewall Appliances
- Wireless Equipment & Services
- UPS Hardware

15



**School Bus
Wi-Fi Hotspots**
Funded by
FC ECF

E-Rate

16



Interactive Panels

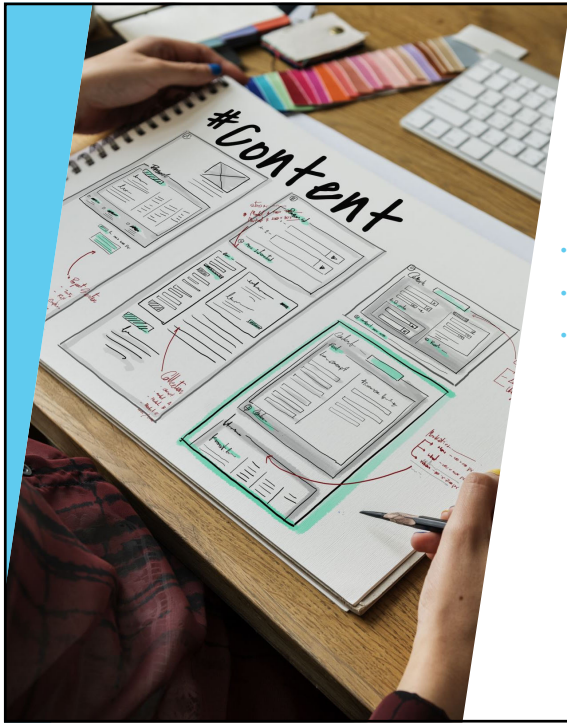
17



I:I Technology

- ▶ Meeting the needs for access to technology Phase 1

18



End of Year Planning

- Summer school planning
- Smooth Start
- Computer Replacement Program Refresh

19



Upcoming Initiatives for 23/24

Private LTE Network

20

E-Sports



21

Devices Supported

- Servers
- Networking Equipment
- Windows Desktops
- Windows Laptops
- Apple Desktops
- Apple Laptops
- Document Camera's
- iPads
- Android Tablets
- Phones
- Cell Phones
- TV's
- Interactive Display Panels

22

Service Now

- Financial Information Systems: 1,100 Tickets / 177 AP runs / 65 payroll runs
- Network: 9,599 Tickets
- SIS: 9,150 Tickets / 2,637 calls received
- Desktop: 12,760 Tickets / 6,425 calls received

23

How Do We Do It? As Fred's

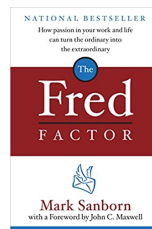


THE MISSION: BE A FRED

THE FOUR PRINCIPLES

1. **Everyone Makes a Difference.**
At the end of the day, what kind of difference did you make?
2. **Everything is Built on Relationships.**
Go beyond simply interacting to build relationships.
3. **Continually Create Value for Others.**
Replace money with imagination — outthink your competition rather than outspend them.
4. **Reinvent Yourself Regularly.**
You wake up every morning with a blank slate. Make your business and your life anything you choose.

Sanborn & Associates, Inc.
www.fredfactor.com
www.marksanborn.com



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Q & A

Thank you

Facilities Committee Attendance Summary 2022-2023

Committee Members (Initials: board members)	09-06-2022	10-04-2022	11-01-2022	12-06-2022	01-03-2023	02-07-2023	03-07-2023	04-04-2023	05-02-2023	06-06-2023
Maggie Cooper (ZC)	*		X	X	*	X	X			
Rachel Andrakowicz (TK)	C				C		X			
Steve Ward (SH)	A	X	X	X	A	X	X			
Ashley Freer (PV)	N	X	X	X	N	X	X			
Anderson Berry (BA)*	C	X		X	C	X				
Tina Cooper (PC)	E	X	X	X	E	X	X			
Lupita Alcala (PV)	L	X	X	X	L	X	X			
Melinda Avey (SH)**	L	X	X	X	L	X	X			
Fedros Yavrom (PC)	E	X	X	X	E	X	X			
Fred Latu (ZC)	D		X		D					
Murad "Moe" Sarama (SM)							X			
Peter McKane (BA)										

Board of Education / Appointees (Term Expires)

Pam Costa (12/24)

Saul Hernandez (12/24)

Paula Villescay (12/24)

Zima Creason (12/26)

Ben Avey (12/26)

Steve Miller (12/26)

Tanya Kravchuk (12/26)

Fedros Yavrom (12/23)

Steve Ward (12/24)

Lupita Alcala (12/23)

Maggie Cooper (12/23)

Anderson Berry (12/23)*

Murad "Moe" Sarama (12/24)

Rachel Andrakowicz (12/24)-

Tina Cooper (12/24)

*Melinda Avey** (12/24)*

Ashley Freer (12/24)

Fred Latu (12/23)

Peter McKane (12/24)

-

***Chair**

****Assistant Chair**

**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2022-2023**

APRIL 11

Recognition: Week of the Young Child (Apr. 15-21) – A	Townsend-Snider
Recognition: School Bus Driver’s Appreciation Day (Apr. 25) – A	Oropallo
Instructional Materials Adoptions – D	Schnep
New High School Courses – D	Schnep
SJTA Initial Proposal for Contract Reopeners 2023-2024 – PC [Discussed 03/28/23]	Thigpen
CSEA Initial Proposal for Contract Reopeners 2023-2024 – D	Thigpen
Williams Complaint Report – R	Simlick
Proposed Board Meeting Dates for 2023-2024 – A	Board
*Governance Handbook – A [Discussed 01/24/23 & 03/28/23]	Allen

APRIL 25

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 10) – A	Calvin
Expanded Learning Opportunities Update (Secondary) – R	Schnep
Technology Update – R	Skibitzki
CSEA Initial Proposal for Contract Reopeners 2023-2024 – PC [Discussed 04/11/23]	Thigpen
District’s Initial Bargaining Proposal with SJTA for Contract Reopeners 2023-2024 – D	Thigpen
*Instructional Materials Adoptions – A [Discussed 04/11/23]	Schnep
*New High School Courses – A [Discussed 04/11/23]	Schnep

MAY 9

Recognition: California Day of the Teacher (May 10) – A	Oropallo
Recognition: National Speech Pathologist Day (May 18) – A	Calvin
Recognition: Classified School Employee Week (May 21-27) – A	Oropallo
English Learner Update – R	Calvin
Expanded Learning Opportunities Update (Elementary) – R	Townsend-Snider
District’s Initial Bargaining Proposal with SJTA for Contract Reopeners 2023-2024 – PC/A [Discussed 04/25/23]	Thigpen
Hearing Officer’s Recommendation-2023 RIF (if applicable) – A	Simlick
*Approval of CTE 2023 Advisory Committee Roster – A	Schnep
*Head Start/Early Head Start COLA Funding Allocation 2023-2024 – A	Townsend-Snider
*Resolution: CSPP Continued Funding Application Designated Personnel 2023-2024 – A	Townsend-Snider

MAY 23

Recognition: National Science Bowl (if applicable) – A	Schnep
Recognition: Science Olympiad (if applicable) – A	Schnep
Recognition: Academic Decathlon (if applicable) – A	Schnep
Expanded Learning Opportunities Program (ELO-P) Update – R	Calvin
Early Childhood Education Update – R	Townsend-Snider
Innovative Schools Update – R	Townsend-Snider
*Head Start/Early Head Start Contract Resolution FY 2023-2024 – A	Townsend-Snider

JUNE 13

Public Hearing: LCAP – D	Tornatore
Public Hearing: LCAP/Choices Charter School – D	Ginter
Early Literacy Support Block Grant Annual Report – R	Townsend-Snider
Public Hearing: Adoption of the 2023-2024 Budget – D	Stahlheber
Temporary Interfund Borrowing of Cash – A	Stahlheber
*CIF Superintendent Designation of Representatives 2023-2024 – A	Schnep
*ECE Program Self-Evaluation for CDE – A	Townsend-Snider

JUNE 27

Update Dress Code Policy – D

California School Dashboard Local Indicators – R

LCAP – A [Public Hearing 06/13/23]

Choices Charter School California School Dashboard Local Indicators – R

LCAP Choices Charter School – A [Public Hearing 06/13/23]

Adoption of the 2023-2024 Budget – A [Public Hearing 06/13/23]

*2022-2023 Actuarial Report (OPEB) – A

*Charter School 2021-2022 Audit Reports (Aspire, Atkinson, CMP, GIS, GV, OFY) – A

*CARES Act Budget Modification (ECE) – A

*2023-2024 School Plan for Student Achievement (SPSAs) – A

Schnepf
Tornatore
Tornatore
Ginter
Ginter
Stahlheber
Oropallo
Stahlheber
Townsend-Snider
Calvin

D=discussion; A=action; *=consent; R=report; PC=public comment