



San Juan
Unified School District

San Juan Unified School District Facilities Committee

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

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

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

We commit to:

- 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
- 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

March 7, 2023

John Barrett Middle School (Library)
4243 Barrett Road, 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
Material Provided (Pages 2-5) | (Avey) |
| 2. Chair Report | (Avey) |
| 3. Board Member Report | (Hernandez) |
| 4. Introductions: New Facilities Committee Members | (Avey) |
| 5. Revision to Facilities Committee Bylaws – Discussion
Material Provided (Pages 6-11) | (Allen) |
| 6. Nutrition Services Update – Report
Material Provided (Pages 12-19) | (Nair) |
| 7. Non-Permitted School Use – Discussion | (Camarda) |
| 8. Alternate Committee Meeting Locations - Discussion | (Avey) |

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

- Enrollment Demographics
- Surplus Property

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.

* 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.



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- Lupita Alcalá
- Maggie Cooper

- Tina Cooper
- Ashley Freer
- Fred Latu

- Steve Ward
- Fedros Yavrom
- Vacant

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MINUTES

February 7, 2023

District Office Board Room

3738 Walnut Avenue, Carmichael, CA 95608

I. CALL TO ORDER – 6:30 p.m.

Mr. Berry called the meeting to order at 6:30 p.m.

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

Mr. Nelson spoke to the Facility Master Plan; he would like to see it updated. Mr. Nelson would also like to see the committee review the bylaws.

III. BUSINESS ITEMS – 6:40 p.m.

1. Approval of the Minutes – December 6, 2022 - Action (Berry)

As so moved by Ms. Avey, seconded by Mr. Yavrom. The motion passes unanimously.

2. Chair Report (Berry)

Mr. Berry had nothing to report.

3. Board Member Report (Avey)

Mr. Avey thanked everyone for being at the meeting. Mr. Avey advised he reviewed the safe schools update and appreciated the information from that report. Mr. Avey stated he was impressed by the extra effort of M&O in response to the storms we recently had. He appreciates the M&O staff going above and beyond to make our sites safe. Lastly, Mr. Avey informed the committee that he attended a meeting at Orangevale Open recently; the meeting addressed some unsafe trees on campus. Mr. Avey was pleased with how M&O handled the situation and appreciates Facilities working with the school site in order to find a solution.

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4. Camp Winthers Fee Increases

(Infelise)

Material Provided (Pages 6 -13)

Mr. Camarda introduced John Infelise, Coordinator for Camp Winthers. Mr. Infelise thanked everyone for attending the meeting and talked the committee through the history of Camp Winthers. Camp Winthers was built in 1957 and consists of approximately 80 acres of land. Mr. Infelise went over the different summer activities Camp Winthers offers, i.e. split rock, chimney climb, family camp and ELO camp. There is a need for a fee increase at this time. The district was able to subsidized programs during COVID-19, but now the camp is seeing more campers, and current inflation costs are tangible throughout the program. The camp is in a harsh environment and has a need for a maintenance and a capital improvement program. Mr. Infelise went over recent improvements, camp wishes, and proposed activities to be added to the camp.

Mr. Infelise pointed out that attachment B in his report compares Camp Winthers to similar camps in the state, and Camp Winthers fees are far below what other comparable camps are charging. The proposed fee increase has not been done for a very long time, hence the proposed bump in costs. Any future increases will be incremental. Next, Mr. Infelise explained AB 179 and went over Camp Winther's needs. For example, a bathroom remodel, since it has been nearly 60 years since they were last done. The camp also needs a water system upgrade.

Questions asked:

Ms. Alcalá asked who will make up the current deficit.

Mr. Infelise answered that COVID-19 funds have helped. The camp has not been running at full capacity the last couple of years.

Ms. Alcalá asked if there could be more opportunities for expanded learning at the camp.

Mr. Infelise answered yes, absolutely, he is trying for that funding.

Ms. Maggie Cooper stated that \$450.00 seems like too much, and breaking even will not occur until it reaches \$500.00.

Mr. Infelise responded the increments are not set. They will evaluate as they go. Any excess will go back into the camp.

Mr. Infelise mentioned that he would also like to see more scholarship opportunities for students to attend the camp. He is not sure what the market will do, fees have been stagnant. It's been at least five years since they last reviewed them.

Mr. Berry added that Camp Winthers fees are significantly less than other camps in Northern California.

Mr. Yavrom asked if the comparison is based on other private camps, or public schools.

Mr. Infelise replied that Camp Winthers is the only camp owned by a school district within the state, so apples to apples comparisons are tricky.

Mr. Camarda referred to the presentation's attachments. Attachment D shows projected expenses and revenue. COVID-19 threw things off a bit, but after a full summer we'll have a good picture and can evaluate if fees should remain the same, or incrementally increase. Full capacity is 600-720 students, per summer.

Ms. Avey asked if rates are discounted for students that can't afford to attend the camp.

Mr. Infelise replied yes, and he would like to think of more avenues for scholarships. He wants more students to attend the camp, and more school groups as well.

Ms. Maggie Cooper stated that camp counselors should present at title 1 schools to get more exposure.

Ms. Alcalá added that a different model could be considered for getting more students in that have cultural backgrounds who would not attend such a program, typically.

Mr. Infelise strongly agreed, and ELO speaks to this as well.

Ms. Freer asked how many students the camp sees, per week.

Mr. Infelise responded, approximately 100 per week.

Mr. Camarda added that AB 179 will be publicly bid, mostly local and in the Tahoe/Truckee area. There is a clear need for shower upgrades, window replacements, ADA accessible restrooms and water treatment systems. We are lucky to have Mr. Infelise, he is a jack of all trades. The ultimate goal is to be neutral, revenue wise.

Mr. Berry asked the committee for their vote in support of increasing Camp Winthers 2023 fees. The vote passes unanimously. Ms. Avey and Mr. Yavrom requests it notated that this was not listed as an action item, but they are in support.

5. Update: Use of School Facilities Handbook

(Chenoweth)

Material Provided (Pages 14 -36)

Ms. Chenoweth presented the item and went through the handbook and its proposed changes with the committee. The Use of School Facilities program consists of over 2,000 users, 82 sites, and one UOF technician. Other districts use our facilities as well.

The most notable change to the handbook this year is defining what is recreation season and what is competition season, as the rates will differ. Ms. Chenoweth has added seasons to allow time for recreation. For example, soccer should start in August. These changes will be reflected in the copy presented to the board on 02/14/2023.

Questions asked:

Ms. Alcala asked why SJUSD is so popular with other districts.

Mr. Camarda replied that it's because SJUSD has the best costs and a well run program. The usage does cause some wear and tear, but all monies collected from fees go right back into the facilities. The UOF program allowed for centralized sound systems, scoreboards, etc. to be installed as well.

Ms. Freer asked if category one is always free of charge.

Ms. Chenoweth answered yes.

Mr. Yavrom requests that "Rio" be completely spelt out as "Rio Americano". Ms. Chenoweth will make this change.

Ms. Avey asked why firework sales are not allowed.

Ms. Chenoweth answered, she's not sure on the specifics but it's the law.

Ms. Maggie Cooper asked about political groups. Does the district vet this groups?

Ms. Chenoweth responded that the groups must follow Board Policy and Ed Code. We must be careful, there is a questionnaire for such groups to fill out.

Mr. Camarda added that definitions of who can use facilities is in the Civic Center Act. The Board has discretion.

Mr. Berry asked the committee for their vote in support of the proposed changes to the Use of School Facilities Handbook. The vote passes unanimously. Ms. Avey requested that it be notated this was not listed as an action item, but she is in support of the changes.

6. Presentation: Bond Program Update

(Arps)

Material Provided (Pages 37-49)

Mr. Camarda opened the item. He went over Master Plan priorities, priorities met by this program, master plan changes, what has been done and updated, etc. He also spoke to the increases in cost analysis, escalated cost estimates, modifications, and new construction.

Mr. Camarda then handed it off to Mr. Arps, Director of Facilities, Construction and Modernization. Mr. Arps went over bond program history from 2015 to present, sharing details and photos of some signature projects. There has been full furniture replacement at approximately 25 sites as well.

Questions asked:

Ms. Avey stated she is very impressed with the Barrett drop off area, the traffic congestion is all gone.

Ms. Freer asked how the district decides on when to keep portables.

Mr. Arps answered that we look at Master Plan assessments, work orders, eligibility, etc. it's a combination of things.

Mr. Yavrom asked when SJUSD will release an updated Facilities Master Plan.

Mr. Camarda stated there is not an exact date available, yet, hopefully before the end of the school year. The new plan will include a thermometer for cost escalations as well.

Mr. Ward asked about the life expectancy of the cork turfs.

Mr. Arps answered approximately 20 years.

Ms. Tina Cooper asked about solar, is the district utilizing solar?

Mr. Camarda answered that we currently have solar at BVHS, RAHS and MLHS.

Public Comment (Continued):

Mr. Berry re-opened the floor for one speaker comment.

Mr. Nelson shared that he served on the LCAP Committee for quite some time, and according to the Brown Act, an item must be ajenized, but; it does have to be listed as an action item in order for the committee to vote on it. Committees can discuss and use votes for their own consensus.

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

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

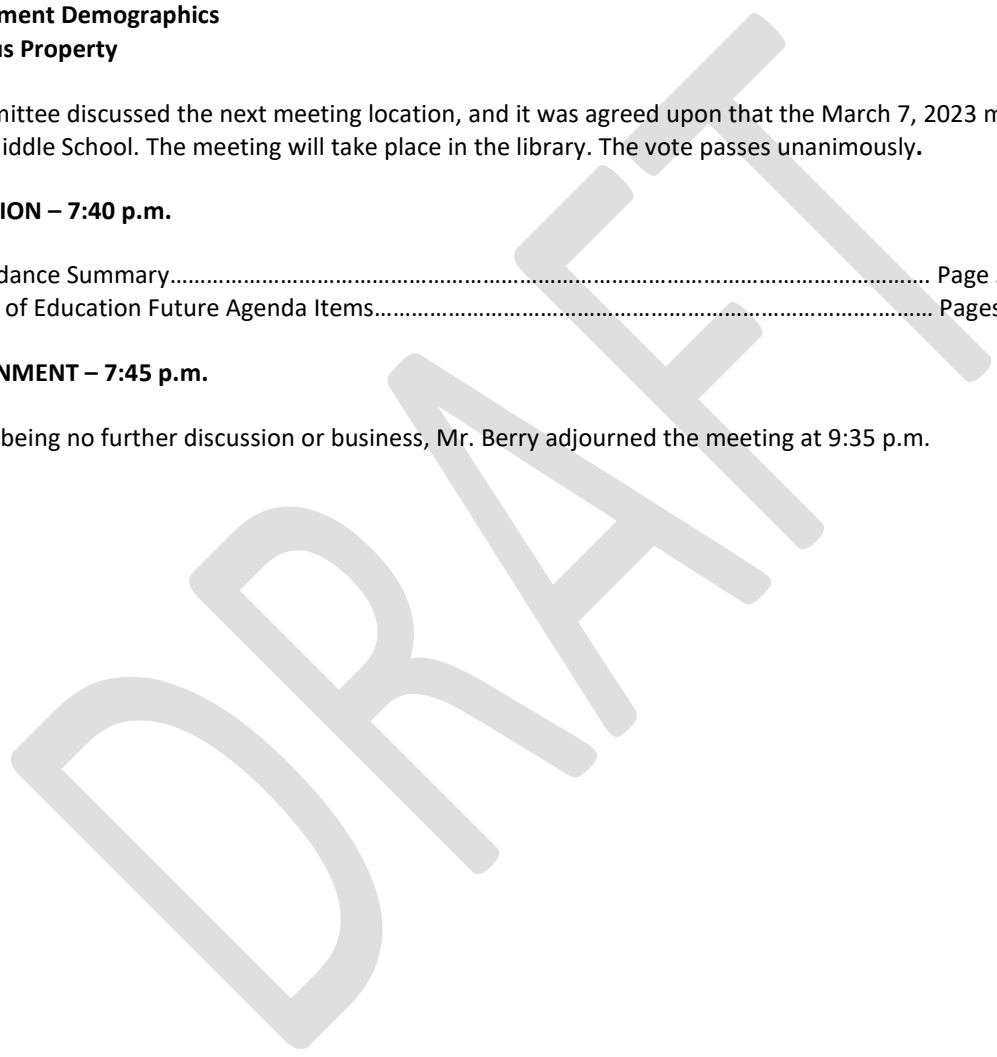
The committee discussed the next meeting location, and it was agreed upon that the March 7, 2023 meeting will be at Barrett Middle School. The meeting will take place in the library. The vote passes unanimously.

V. INFORMATION – 7:40 p.m.

- 1. Attendance Summary..... Page 50
- 2. Board of Education Future Agenda Items..... Pages 51-52

VI. ADJOURNMENT – 7:45 p.m.

There being no further discussion or business, Mr. Berry adjourned the meeting at 9:35 p.m.



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SAN JUAN UNIFIED SCHOOL DISTRICT

FACILITIES COMMITTEE BYLAWS

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I. Name

The name of the committee shall be the Facilities Committee.

II. Authority

The Facilities Committee, hereinafter referred to as "the committee," is a standing committee of the San Juan Unified School District Board of Education as established by formal board action and shall operate in compliance with the state's open-meeting laws (Ralph M. Brown Act). In this regard, a majority of committee members shall not meet at the same time and place to hear, discuss, or deliberate upon any matter within the jurisdiction of the committee, and shall not make any agreement to take or refrain from taking any particular course of action, except during the course of a public meeting.

III. Charge

As directed by the board, superintendent or designee, the committee shall ~~serve at the pleasure of the~~ ~~consult and provide advice to the~~ Board of Education ~~and superintendent~~ in an advisory capacity on matters pertaining to facilities. Final authority for ~~Facilities-facilities~~ lies with the Board of Education ("~~board~~").

IV. Function

The work of the committee shall be aligned with board priorities and available resources, including staff time. At the board's direction, the committee may collect information, respond to important issues, review materials, and develop recommendations. It may also meet and share information, interpretations or recommendations with other committees and district administration pertaining to planning of facilities.

In implementing the charge and functions, the ~~Facilities Committee~~ ~~the committee~~ shall review items and advise the board regarding:

- A. ~~Review and advise the board on the a~~ Allocation of resources to provide adequate, safe and appropriately maintained schools.
- B. ~~Review and advise the board on facilities n~~ Needs of the district including proposals related to categories which may require a large expenditure of funds or may be controversial in nature.
- C. ~~Review and advise the board on e~~ Effective utilization of facilities due to enrollment problems caused by shifting, increasing, or declining enrollment or boundary issues.

The ~~Committee~~ ~~committee~~ shall also provide written and oral presentations to the board as requested or at the committee's initiative.

V. Meetings

- A. Regular committee meetings shall be held as scheduled during the committee's annual organizational meeting (see section XIII).
- B. Additional meetings of the committee may be called if deemed necessary by the committee chair and staff liaison to ensure adequate time is provided to meet the committee's charge.
- ~~D-C. All meetings shall be properly agendaized in accordance with these bylaws, district policies, and the Ralph M. Brown Act.~~
- D. Meetings can be held anywhere within the district's boundaries with proper notification of location, time and date as required by the Ralph M. Brown Act.

~~V-VI.~~ Voting and Quorum

~~Visitors may address the committee, as described in Section XIV, but do not have voting privileges and do not participate in discussion with committee members.~~ For the purpose of taking action, a quorum shall consist of a simple majority of the appointed members of the committee. No action may be taken without

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a quorum; however, the committee may continue to meet and consider topics without a quorum. Any action adopted must be approved by a simple majority of the quorum.

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VI-VII. Staff Liaison

- A. The superintendent shall appoint a senior administrative staff liaison for this committee.
- B. The staff liaison shall serve as a resource, providing information and materials to the committee, as well as feedback to district administrators from the committee.

~~B.C.~~ The staff liaison, or designee, shall prepare and post agendas as required for the committee as well as compile minutes of each meeting for the committee's approval.

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~~C.D.~~ The staff liaison and other district staff serve under the direction of the superintendent, who prioritizes their time and other resources. Individual committee members shall not direct staff or contact staff to request data or other information. Such requests will come from the committee chairperson to the staff liaison, who will determine if staff resources are available and if the request aligns with the priorities of the superintendent and governing board.

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VII-VIII. Board Liaison

- A. One board member will serve as liaison to the committee and will be a non-voting member of the committee.
- B. The board liaison may provide ~~a board update at meetings~~ a brief update at committee meetings at their discretion.
- C. The board liaison will provide clarification to the committee at ~~his or her~~their discretion as deemed appropriate.

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~~D. The committee chair may meet with the board liaison, staff liaison, board president and superintendent as needed.~~

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VIII-IX. Composition

~~The composition of the committee shall be ten (10) community members appointed by the board (two (2) appointed by each board member). The committee shall be composed of two appointees from each member of the board.~~

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A. Board members have sole discretion and authority of appointees.

~~A.B. One appointee of each board member must reside within the trustee area of the appointing board member.~~

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~~B.C. Committee m~~Members may only serve on one board-appointed advisory committee.

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~~C.D.~~ Employees who are represented by an employee group (CSEA, Confidential, Educationally Related Mental Health Worker, SJAA, SJPEC, SJTA, Supervisors, Teamsters) shall not serve as board-appointed members of ~~an advisory~~the committee.

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IX-X. Selection of Members

The process for selection of community members ~~shall be determined by the Board of Education~~ is as follows:

- A. The staff liaison will inform the board administrative assistant of all committee vacancies.

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B. The board administrative assistant will inform the appropriate board member of vacancies.

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B-C. Interested individuals will submit an application to the board administrative assistant. Applications may be submitted at any time, even if an opening is not currently available, and will be kept on file for the current school year.

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C-D. Each board member shall appoint two community members to the committee after reviewing their applications by notifying the board administrative assistant of their selection. The appointment becomes effective upon acknowledgment of the selection and updating of the committee membership roster by the board administrative assistant. (see section IX, above).

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X-XI. Term

A. Committee members shall serve two-year terms.

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B. Subsequent appointee terms are at the sole discretion and authority of the appointing board member however, a committee member may only serve up to three consecutive terms for a total of six years.

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C. Terms will begin in January and end in December. Terms shall be staggered such that six (6) half of the committee members' terms will expire in even-numbered years and four (4) the remaining half of committee members' terms will expire in odd-numbered years.

D. All members should be prepared to attend all regularly scheduled meetings. Three-Two unexcused absences from regularly scheduled meetings within the academic school year, will initiate a notice to and a vacancy recommendation to, the appointing board member. The appointing board member will determine whether the committee member should continue on the Facilities-C committee.

E. Newly elected board members will be given the option to appoint their own committee members or continue with the current appointments. The board member who appoints a committee member may remove that committee member and make a new selection at any time by notifying the board administrative assistant. Newly elected board members will be given the option to appoint their own committee member or continue with current appointments.

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XI-XII. Vacancies

A. The staff liaison will be responsible for informing the board administrative assistant of all vacancies and board administrative assistant shall collaborate to promptly identify any vacancies on the committee and ensure notification of the appropriate board member(s).

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A-B. The appropriate board member shall appoint a replacement member to serve the remainder of the term. If the board member fails to make an appointment within thirty (30) days after notification, the board president will serve a written reminder notice of the need to fully staff the committee to the appropriate board member.

XII-XIII. Organizational Meeting

A. The annual organizational meeting of the committee shall occur at the committee's first meeting of each academic year. The committee shall do all of the following at its organizational meeting:

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A. 1. Establish an annual schedule of regular meetings. The committee generally meets once each month, September through June. The committee may schedule additional meetings if desired, and may also cancel regularly scheduled meetings lacking a quorum or business to conduct.

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B. 2. Review the committee bylaws and receive training on the Brown Act.

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C. Review and recommend approval of the annual report to the board.

XIII-XIV. Elections

Elections shall be held during the committee's organizational meeting, and the committee shall:

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meeting of each academic year, and the committee shall:

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A. Seek nominations from all eligible committee members.

B. With a quorum at the organizational meeting, the committee shall elect by majority vote the following officers:

1. A chairperson elected for one year, and be eligible for re-election for one additional term. The chairperson shall: -

- a. Preside at all meetings
- b. Coordinate with the staff liaison in developing each meeting's agenda
- c. Work with the staff liaison to ensure compliance with the Brown Act, these bylaws and all district policies and procedures
- d. Review a draft of meeting minutes prior to their presentation to the committee
- e. Prepare or delegate the preparation of the annual summary report and any committee reports
- f. Sign all letters, reports and other communications representing the committee
- g. Meet with the board liaison, staff liaison, superintendent and/or board president as needed

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2. A vice chairperson elected for one year, and be eligible for re-election for one additional term. The vice chairperson shall assume the duties of the chair in the chair's absence.

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A. Elect a chairperson for a term of one year, being eligible for re-election for one additional, consecutive term. The chairperson shall be responsible for coordinating with staff liaison and the committee secretary in developing each meeting's agenda; for conducting the meeting and working with the liaison to ensure compliance with the Brown Act; for reviewing a draft of the minutes; and shall also be responsible for preparing or delegating the preparation of the annual summary report and any committee reports. Training for the chairperson and assistant chairperson will be held annually.

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B. Elect an assistant chairperson for a term of one year, being eligible for re-election for one additional, consecutive term, who shall assist the chair in fulfilling his/her responsibilities, and who shall conduct the meeting in the absence of the chairperson.

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C. If the committee cannot have an election or does not reach a clear majority decision, the chairperson and assistant chairperson may continue to serve until the election of their successors for a maximum of 60 days after the expiration of their terms. If no successor is elected at the end of the 60 day period, then the positions are deemed vacant, and the chairpersons can act for each meeting until such a time as new chairpersons are elected. If neither is present, the meeting can be chaired by a member based on seniority of appointment with the committee. The board liaison shall select a chairperson to serve until the committee elects a successor.

D. If an officer position becomes vacant, the chairperson may appoint any eligible member in good standing to fill the remaining term of the position. If both the chairperson and vice chairperson become vacant at the same time, the board liaison shall appoint officers until such time that the committee can elect new officers at a regularly scheduled meeting.

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E. Training for the chairperson and vice chairperson shall be held annually.

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XIV-XV. Agendas

The agenda format and minutes will replicate that of the school board, including allowing for general visitor comment before business items, and again at the end of the meeting prior to adjournment, as well as prior to a specific business item. Visitor comments will be limited to two minutes, and visitors must submit a card informing the committee of their interest to speak.

Agenda item requests from committee members shall be forwarded to the committee chair and staff liaison. If the chair and staff liaison jointly determine that the topic meets the charge of the committee, and is aligned with current board priorities and available staff resources, the item shall be placed on a future agenda. A board member or staff member may also place an item on the committee agenda in preparation for a future board discussion.

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To determine if the majority of the board would like committee input on a topic, the committee may request that the board liaison present the topic to the board president and superintendent. At the discretion of the board president and superintendent, the item may be placed on a board agenda for discussion. A majority of the board, through action or consent, may or may not refer the topic back to the committee for further research and discussion.

To provide consistency in how the public may expect to engage with district committees, the committee's agenda and minutes format will mirror that of the school board and other appointed committees.

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A. Visitor Comments

1. General visitor comments regarding topics not on the agenda shall be heard prior to the regular business discussion or action items.
2. Visitor comments related to an agenda item shall be heard after the item is presented but prior to discussion by the committee to allow for consideration of comments in the committee's discussion.
3. Visitor comments will be limited to two minutes. Time shall be extended for those who require the use of a translator or need other communication supports.
4. Visitors must submit a speaker card to the designated committee member or staff person at the meeting informing the committee of their interest to speak.

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B. Agenda Items

1. Agenda item requests from committee members shall be forwarded to the committee chairperson and staff liaison. If the chairperson and staff liaison jointly determine that the topic meets the charge of the committee, is aligned with current board priorities, and staff resources are available, the item shall be placed on a future agenda. The superintendent or superintendent's designee may also place an item on the committee agenda in preparation for a future board discussion.
2. To determine if a majority of the board would like committee input on a specific topic, the committee may, after majority vote, request that the board liaison present the topic to the board president and superintendent. At the discretion of the board president and superintendent, the item may be placed on a board agenda for discussion. A majority of the board, through action or consent, may or may not refer the topic back to the committee for further research and discussion.

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C. Posting Requirements

1. Agendas for regular meetings must be posted to the committee's webpage at least 72 hours prior to the meeting.
2. Agendas for emergency meetings must be posted at least 24 hours prior to the meeting on the committee's webpage.
3. Members of the public who require agendas in an alternative format may request accommodations through the committee's staff liaison.

XV-XVI. Annual Report

The committee chairperson will prepare an annual summary report for the board no later than June 15 of each year.

- A. The report will compare committee activities and products with its charge and function.
- B. The report should be concise and no more than one to two letter size pages.
- C. The report will outline work in progress, unforeseen issues, and provide a summary of input and feedback collected by and generated from the committee.

The committee chair will submit an annual summary (ideally, 1-2 pages) report for the Board of Education no later than November 1 of each year. This report should compare committee activities and products with its charge and function. This report will outline work in progress, foreseen issues and provide a summary of recommendations, citing advantages and disadvantages of each. The report should also contain a recommendation for continuation, modification or termination of the committee.

XVI-XVII. Budget

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The board will determine the budget, which will cover the operating costs of all board advisory committees.

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XVIII. Amendments

As the authorizing and appointing body, the Board of Education must approve changes to the committee bylaws. Amendments can be made in one of two ways:

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A. A majority of the committee, at a scheduled and agenda committee meeting, may vote to recommend changes. The staff liaison will present changes supported by majority vote to the superintendent for consideration and recommendation to the board.

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XVII.B. District staff may propose revisions to align the bylaws with Board of Education interests, current practices or changes to legal requirements when necessary. Such recommendations will be presented to the committee for input and feedback prior to being placed on the board agenda for consideration.

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Approved by the Facilities/Transportation/Finance Committee: 12/6/94

Approved by the Board of Education: 12/13/94

Revised/Approved by the Board of Education: 3/24/98

Revised/Adopted by FT & F 3-06-12

Revised/Approved by the Board of Education 10-9-2012

Revised/Approved by the Board of Education: 6/23/15

Revised/Approved by the Board of Education: 6/27/17

Revised/Approved by the Board of Education: 08/28/2018

San Juan Unified School District Nutrition Services Update 2018-2023



1

Nutrition Services

- Administer the USDA's National School Lunch Program and School Breakfast Program at all schools
- Breakfast selected by student must have the number of food items required and include at least one fruit
- Lunch selected by student must have the number of food components required and include at least one fruit or vegetable
- Meals offered must follow meal patterns established by USDA and meet weekly dietary specifications for calories (minimum levels) in whole grains, milk, saturated fats, sodium, and zero grams of trans fats per serving



2

Nutrition Services

Assembly Bill (AB)130 - CA Universal Meals

Three key pillars established to ensure that the program is a success

Pillar No. One:

California's State Meal Mandate (EC) 49501.5 expanded to provide two meals free of charge (breakfast and lunch) during each school day to students requesting a meal, regardless of their free or reduced-price meal eligibility

Advantage:

- Provides equity for all enrolled students
- Reduces food insecurity and strain on family budgets
- No unpaid meal debt
- End stigma of free and reduces eligibility
- Assisting students in their learning focus



3

3

Nutrition Services

Assembly Bill (AB)130 - CA Universal Meals

Pillar No. Two:

- High poverty schools are required to participate in a federal provision (EC 49564.3) such as the Community Eligibility Provision (CEP) or Provision number two.
- High poverty is if 40 % of enrolled students are determined eligible for free or reduced-price school meals through direct certification, or identification as homeless, migrant, foster, or runaway.
- Starting 2022-23 school year, 46 schools were grouped into one Community Eligibility Provision (CEP) group for a 51.02% Identified Student Percentage.

Advantage:

- Maximize federal reimbursement monies
- No Free and Reduced Price Meal (FRPM) applications need to be completed by families at CEP schools



4

4

Nutrition Services


Assembly Bill (AB)130 - CA Universal Meals

Pillar No. Three:

- The California State Legislature allocates funds to provide additional state meal reimbursement to cover the cost of the Universal Meals Program.
- Nutrition Services continues an effort to collect Federal Meal Application from non-CEP schools and the state allocates funds to reimburse Nutrition Services for all nonreimbursed expenses.

Advantage:

- Program receives full reimbursement dollars for both breakfast and lunch meals claimed



5

Nutrition Services

Total Meal Counts (includes charter schools meals provided)

2021-22 meal counts compared with 2018-19 meal counts


Meal Counts	2018-19	2019-20	2020-21	2021-22
Breakfast	1,119,037	1,057,649*	823,551	1,151,775
Lunch	2,929,050	2,328,394 *	838,509	3,215,453
Summer Meals	32,313	<i>Included above</i>	<i>Included above</i>	<i>Included above</i>
Vended Meals	545,467	410,381	44,156	479,727
Total Meals	4,625,867	3,796,424	1,706,216	4,846,955
Change from Prior Year		-18%	-55%	5%

Note: 2021-22 change from prior year compared with 2018-19 meal counts

2019-20 Seamless Summer Option: March 2020 - June 2020*

National School Breakfast Program, National School Lunch Program: August 2019 - March 2020*

Seamless Summer Option: March 2020 - June 2020*



6

Nutrition Services Revenue

Program Revenue	2018-19	2019-20*	2020-21**	2021-22
Federal	\$ 10,392,472	\$ 8,931,179	\$ 5,226,442	\$ 18,192,222
State	\$ 792,756	\$ 703,312	\$ 487,212	\$ 1,187,257
Local	\$ 2,724,151	\$ 2,048,231	\$ 17,310	\$ 22,493
Non Program Revenue	\$ 1,617,088	\$ 1,262,515	\$ 93,285	\$ 1,280,459
USDA Commodity	\$ 987,477	\$ 907,818	\$ 744,548	\$ 1,058,929
Other Additional Funding	*	\$ 57,562	\$ 109,000	-
General Funds/COVID-19 Funds	\$ 163,772	\$ 2,228,573	\$ 3,549,953	\$ 359,702
Total Revenue	\$ 16,677,715	\$ 16,139,190	\$ 10,227,750	\$ 22,101,061
Change from Prior Year	-	-3%	-37%	33%
Total Expenses	\$ 15,158,364	\$ 14,433,619	\$ 10,727,962	\$ 16,729,514
Change from Prior Year	-	-5%	-26%	10%
Expenses Over Revenue	91%	89%	105%	76%

*COVID-19 interruptions 03/16-06/08
**COVID-19 interruptions all year



7

Nutrition Services 2019-2020 In Review

2019-20

- COVID Pandemic - curbside meals distributed from 27 schools
- Nutrition Services staff willingly worked tirelessly every day to package and distribute meals
- Menus changed; supplies disrupted
- Summer Meal distribution continued at 14 schools

Nutrition Services followed USDA waivers for non-congregate feeding, meal pattern, mealtime flexibilities and all other related and approved waivers

Advantages

- Nutrition Services workers performed essential services to our students and families, so students did not go hungry
- Other district departments very willingly assisted in service of meals

Challenges

- Staffing shortages, COVID-19
- Food and food supplies availability and costs
- Uncertainty



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Nutrition Services 2020-2021 In Review

2020-21

- January 2021 - included weekend meals, USDA continued with COVID-19 waivers through the 2020-2021 school year
- Hybrid learning - meals were served in a “grab and go” style, and packaged together in a “t-shirt” bag at the end of as students exited campus

Advantages

- USDA waivers allowed us to feed all students at no charge, amongst other program operation flexibilities
- Nutrition Services staff continued to provide essential services
- Employees flexible to working at sites where and when needed, and additional time

Challenges

- Food supply chains hugely disrupted
- Food and supplies cost increase
- Staffing shortages - resignation, retirement, inability to hire COVID-19



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Nutrition Services Other Funding

- **Gen Youth, in partnership with the California Milk Advisory Board and the Albertsons Companies Foundation - COVID-19 Emergency School Nutrition Funding Grant 2020 - \$69,000**
Used for supplies and equipment costs (23 sites) associated with providing meals to students during the pandemic school closures
- **No Kid Hungry - May 2021 - \$40,000**
Used for purchase of cold storage equipment and bagging machines at 13 schools
- **Federal Emergency Operational Costs Reimbursement due to COVID-19 -\$966,974.09**
Balance to be used for kitchens, warehouse equipment and vehicles.
- **KIT Funds - February 2022 - \$76,252**
\$76,252 for training and \$25,000 for kitchen infrastructure
- **Supply Chain Assistance Funds - August 2022 - \$951,201.82**
To be used for non processed or minimally processed food purchases



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Nutrition Services Moving Forward: 2022-23

Successes

- CA Universal Meals - equity for all students, helps in learning processes, helps family budgets
- Menus: focus on cultural flavor profiles and plant-based options
- Work with Human Resources on hiring events
- Re-establish nutrition education through “Harvest of the Month” program at elementary schools
- Continue focusing on reduction of food waste (SB 1383)
- Focus on implementing freshly prepared meals on campus

Challenges

- Labor shortage - inability to hire and retain
- Supply Chain - continued unavailability/reduced availability of food and supplies
- Food and supplies cost continue to rise
- Feeding more students within same length of service times
- Low numbers of Federal meal applications collected from non-CEP schools



12

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Nutrition Services Central Warehouse

Approx. daily inventory total

\$757,000



Warehouse floor -
one section

Approx. daily delivered to all sites

\$40,000- \$50,000



Freezer - one section



13

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Nutrition Services Moving Forward: 2022-23

Transitional Standards for Milk, Sodium and Whole Grains for 2022-23 and 2023-24

- USDA still working to develop long-term nutrition standards
- Based on newest Dietary Guidelines for Americans

Milk

- Only 1% milk (unflavored only) or nonfat (flavored or unflavored) is allowed when sold to students on campus (California Education Code, Section 49431.5)

Sodium

- Target No. 1 for 2022-23
- Sodium interim target 1A = 2023-24 lunch limits will decrease by 10%

Whole Grains

- At least 80% of grains served must be whole grain rich (contain 50% or more whole grains)
- Remaining grains must be enriched

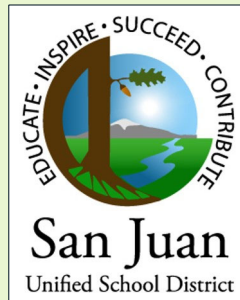


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Thank you!

Questions/Comments?



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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				
Rachel Andrakowicz (TK)	C				C					
Steve Ward (SH)	A	X	X	X	A	X				
Ashley Freer (PV)	N	X	X	X	N	X				
Anderson Berry (BA)*	C	X		X	C	X				
Tina Cooper (PC)	E	X	X	X	E	X				
Lupita Alcala (PV)	L	X	X	X	L	X				
Melinda Avey (SH)**	L	X	X	X	L	X				
Fedros Yavrom (PC)	E	X	X	X	E	X				
Fred Latu (ZC)	D		X		D					
Murad "Moe" Sarama (SM)										

Board of Education / Appointees (Term Expires)

Pam Costa (12/24)	<i>Fedros Yavrom (12/23)</i>	<i>Tina Cooper (12/24)</i>
Saul Hernandez (12/24)	<i>Steve Ward (12/24)</i>	<i>Melinda Avey** (12/24)</i>
Paula Villescaz (12/24)	<i>Lupita Alcala (12/23)</i>	<i>Ashley Freer (12/24)</i>
Zima Creason (12/26)	<i>Maggie Cooper (12/23)</i>	<i>Fred Latu (12/23)</i>
Ben Avey (12/26)	<i>Anderson Berry* (12/23)</i>	-
Steve Miller (12/26)	<i>Murad "Moe" Sarama (12/24)</i>	-
Tanya Kravchuk (12/26)	<i>Rachel Andrakowicz (12/24)</i>	-

*Chair

**Assistant Chair

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

MARCH 14

San Juan Youth Voice Advocates (SJYVA) Listening Sessions – R Calvin
Nutrition Services Update – R Camarda
Second Interim Budget Report – R Stahlheber

MARCH 28

District K-12 Mathematics Update – R Schnepf
Expanded Learning Opportunities Update (Secondary) – R Schnepf
Governance Handbook – D [Discussed 01/24/23] Allen
*Head Start and Early Head Start Grant Application 2022-2023 – A Townsend-Snider
*Audit Report for Measures J, N, P and S – A Stahlheber

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 Schnepf
New High School Courses – D Schnepf
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 (Elementary) – R Townsend-Snider
Technology Update – R Skibitzki
*Instructional Materials Adoptions – A [Discussed 04/11/23] Schnepf
*New High School Courses – A [Discussed 04/11/23] Schnepf

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 Language Learner Update – R Calvin
Enrollment/Attendance – R Stahlheber
Hearing Officer’s Recommendation-2023 RIF (if applicable) – A Simlick
*Approval of CTE 2023 Advisory Committee Roster – A Schnepf
*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 Schnepf
Recognition: Science Olympiad (if applicable) – A Schnepf
Recognition: Academic Decathlon (if applicable) – A Schnepf
Innovative Schools Update – R Townsend-Snider
Early Childhood Education 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
Universal Prekindergarten Planning and Implementation Update – R Townsend-Snider

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	Schnepf
*ECE Program Self-Evaluation for CDE – A	Townsend-Snider

JUNE 27

California School Dashboard Local Indicators – R	Tornatore
LCAP – A [Public Hearing 06/13/23]	Tornatore
Choices Charter School California School Dashboard Local Indicators – R	Ginter
LCAP Choices Charter School – A [Public Hearing 06/13/23]	Ginter
Adoption of the 2023-2024 Budget – A [Public Hearing 06/13/23]	Stahlheber
*2022-2023 Actuarial Report (OPEB) – A	Oropallo
*Charter School 2021-2022 Audit Reports (Aspire, Atkinson, CMP, GIS, GV, OFY) – A	Stahlheber
*CARES Act Budget Modification (ECE) – A	Townsend-Snider
*2023-2024 School Plan for Student Achievement (SPSAs) – A	Calvin

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