



San Juan Unified School District Facilities Committee

- | | | |
|--|---|---|
| <input type="checkbox"/> Frank Cockrell | <input type="checkbox"/> Josh Alvarado | <input type="checkbox"/> Zachary Morton |
| <input type="checkbox"/> Tina Cooper | <input type="checkbox"/> Anna Stellmacher | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Ashley Freer | <input type="checkbox"/> Peter McKane | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Jodi Mulligan-Pfile | <input type="checkbox"/> Murad "Moe" Sarama | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Melinda Avey | <input type="checkbox"/> Steve Ward | |

We commit to:

- Being responsive to the needs of students
- Conducting meetings that are: Effective, Efficient and Decisive
- Focusing on solving problems
- Working together through the committee chair
- Recognizing the committee's role as a recommending body
- Differentiating between fact and opinion
- Clearly defining and agreeing upon mission
- Members having open minds and being creative
- Abide by Brown Act concept and principles
- Being responsive to the direction of the Board as a whole
- Members being polite, respectful, and supportive of other's time and opinions

AGENDA

Tuesday, October 1, 2024
District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

II. VISITOR COMMENTS*

III. BUSINESS ITEMS

1. **Approval of the Minutes – September 3, 2024 – A** (Cockrell)
(Materials provided, pages 2-3)
2. **Board Member Report -R** (Hernandez)
3. **Chair Report – R** (Cockrell)
4. **Staff Report – R** (Camarda)
5. **Renaming of San Juan High School Softball Field – R/A** (Levis)
6. **New Committee Member Introduction: Anna Stellmacher – R** (Cockrell)
7. **Communications Plan for Katherine Johnson Middle School Site Move - R** (Rai/Schnepf)
(Materials provided, pages 4-10)
8. **LCAP Listening Session – R/D**
(Materials provided, pages 11-12)
9. **November 5th, 2024, Facilities Committee Meeting - D/A** (Cockrell)

IV. ADJOURNMENT – 8:00 p.m.

A = Action; R = Report; D = Discussion

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San Juan Unified School District Facilities Committee

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Melinda Avey | <input type="checkbox"/> Vacant | <input checked="" type="checkbox"/> Josh Alvarado |
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MINUTES Tuesday, September 3, 2024 District Office Board Room 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

The meeting was called to order by Ms. Avey at 6:30 p.m.

II. VISITOR COMMENTS*

There were none.

III. BUSINESS ITEMS

1. Organizational Meeting

(Avey)

A: Annual Meeting Schedule – A
(Materials provided, page 2)

There were no proposed changes to the annual meeting schedule. The committee voted unanimously to keep the schedule as written.

B: Committee Chair Election – A

Ms. Avey nominated Mr. Cockrell. This was seconded by Mr. Sarama. The committee voted unanimously. Mr. Cockrell is the new committee chair.

C: Committee Assistant Chair Election – A

Mr. Sarama nominated Ms. Cooper. This was seconded by Mr. Ward. The committee voted unanimously. Ms. Cooper is the new assistant committee chair.

D: Annual Brown Act Training – Fhanysha Clark Gaddis, J.D., MPP, General Counsel – R
(Materials provided, pages 3-22)

Ms. Clark Gaddis, J.D., MPP, General Counsel, presented the committee's annual Brown Act training. Committee members asked questions and made comments, which staff addressed.

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E: Annual Facilities Committee Bylaws Review – Trent Allen, APR, Chief of Staff - R
(Materials provided, pages 23-28)

Mr. Allen, APR, Chief of Staff, presented the committee with their annual committee bylaws review. He went over areas of charge with the committee, areas for consideration, member composition, terms., etc. Committee members asked questions, shared stories, and made comments, which staff addressed.

2. Approval of the Minutes - May 7, 2024, and June 4, 2024 – A (Chair)
(Materials provided, pages 29-32)

As so moved by Mr. Sarama, seconded by Ms. Avey. The committee voted unanimously in approval.

3. Board Member Report - R (Hernandez)

Mr. Hernandez thanked Ms. Avey for her service as the committee chair last year. He also reported that the Board of Education approved in July to place a school bond on the November 2024 ballot. In addition, the new Arcade Middle School has opened, and he is very impressed with how the campus looks. The new Katherine Johnson Middle School will open in January 2025. Lastly, Mr. Hernandez reported that districtwide enrollment this year is nearly 700 students greater than that what was projected; this is great news for SJUSD. He also thanked the committee for attending this evening, we have 100% attendance.

4. Chair Report - R (Chair)

Mr. Cockrell thanked his fellow committee members for their confidence in him and asked committee members to please bring items you want to see on the agenda to himself, Ms. Cooper, and Mr. Camarda.

5. Staff Report - R (Camarda)

Mr. Camarda reported that there is still work being done at Arcade Middle School; the campus will be completed by the end of November 2024. We are at capacity at all west end middle schools and elementary schools now. There will be a demographic analysis done this year, we have lots of elementary students coming in. Mr. Camarda also shared details about his department's in-service meetings done over the summer.

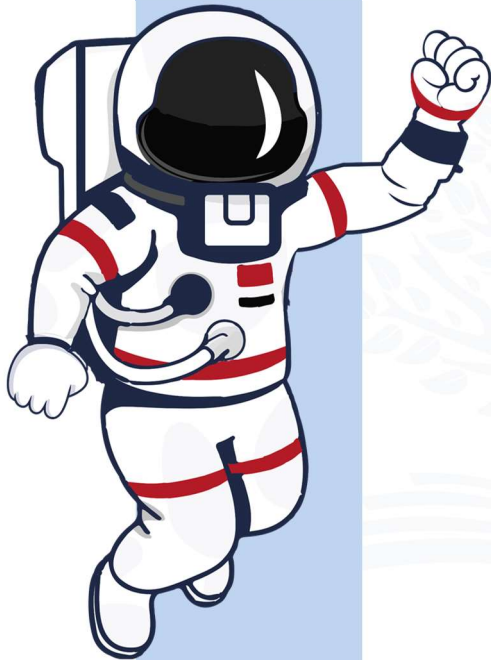
We have seven sites with new fencing, HVAC and roof replacements that were done over the summer. Mariemont Elementary School is also undergoing a modernization. Several sites have also received new furniture, new carpet, painting, etc.

IV. ADJOURNMENT – 8:00 p.m.

There being no further business or discussion, Mr. Cockrell adjourned the meeting at 7:56 p.m.

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Facilities Committee

Katherine Johnson Move Update

Oct. 1, 2024

Our Journey



Feedback Collection



- 01 Listening session with staff
- 02 Ongoing feedback collection via centralized email address - kjmsmove@sanjuan.edu
- 03 October survey feedback loop with students
- 04 Listening sessions with families and community



Feedback Themes

- 01 **Timing of Move**
How can we make the timing of the move less stressful?
- 02 **Communication**
How will the move be communicated?
- 03 **Logistics and Procedures**
How will the move actually happen and what will be the procedures on the new campus?
- 04 **Impact on Students**
How will the move impact students who may be vulnerable to change and how can we support them?
- 05 **Transportation**
How will students get to and from the new campus?
- 06 **Boundary Change and Enrollment**
How will the new boundary for the school for the 2025-26 school year impact families and enrollment?

Our Community



Students and Families

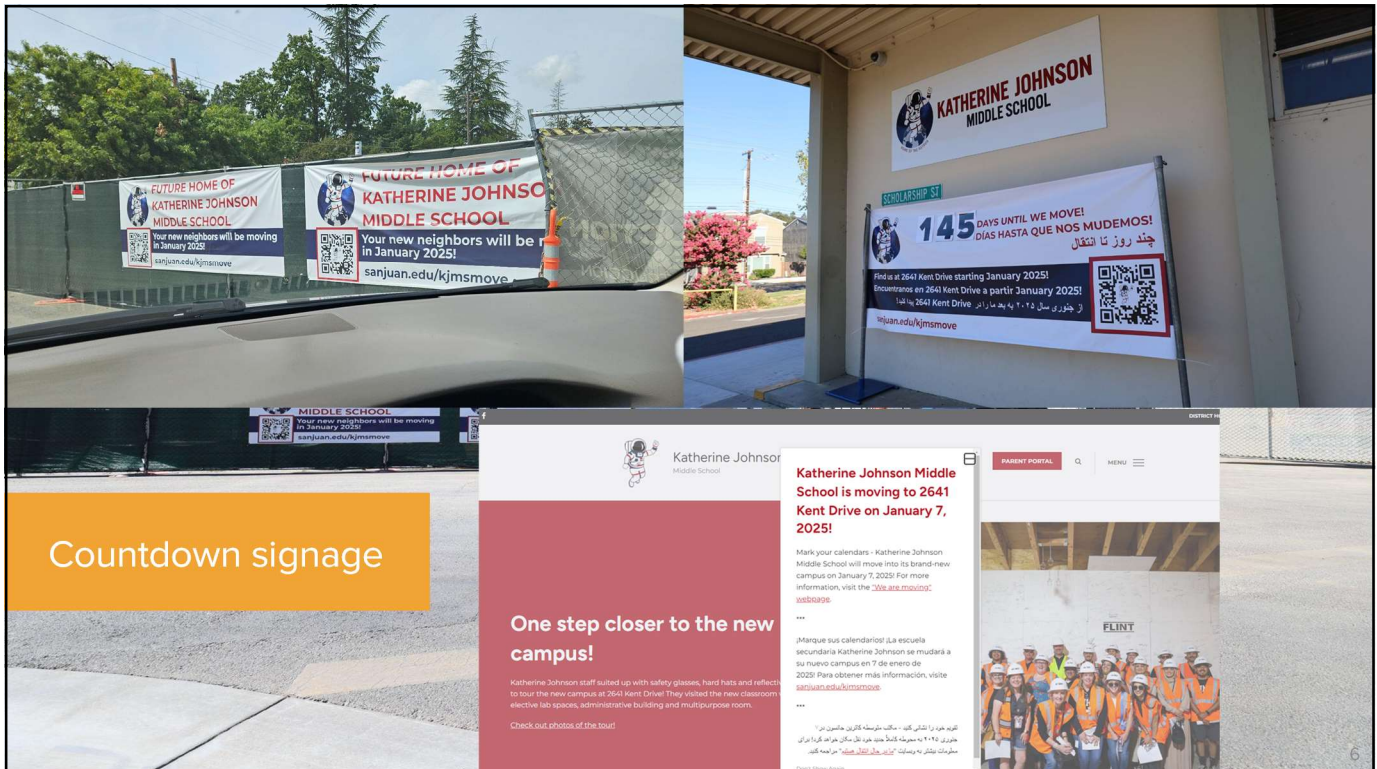
We translate our documents to be accessible for all families, 60% of whom are English Learners. (Primary languages include Pashto, Persian, Spanish and Russian.)

Staff

A design team has been created to assess school needs as the move-in date approaches.

Future Neighbors

We proactively communicate with our future neighbors about the move-in date and school schedules.



Countdown signage

One step closer to the new campus!

Katherine Johnson staff suited up with safety glasses, hard hats and reflectors to tour the new campus at 2641 Kent Drive! They visited the new classrooms, elective lab spaces, administrative building and multipurpose room.

Check out photos of the tour!

Monthly Campus Preview Videos



August: Classroom Wings



September: STEAM Lab

Students



01

Monthly countdown programming

Students engage with the move by watching monthly video updates of the new campus

02

T-shirts and stickers

T-shirts and stickers will be shared with all students to create excitement about the move



Staff

01

New campus tour

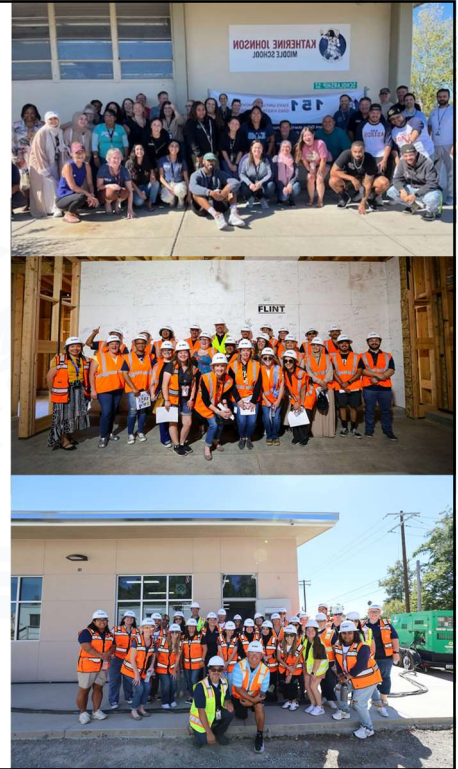
Staff were invited to campus tours to visit classrooms and see progress in real-time

- Design Team consisting of staff is helping inform the process
- Administrators have visited Arcade’s new campus to observe and learn

02

Countdown calendar

A calendar with photos of the new campus was given to each staff member.



Families

01

Proactive communication

Emails, calls and text messages sent to all families in their home language.

All newly enrolled families are notified of the upcoming move through the enrollment center.

02

Leveraging Events

Information was shared with families at Back to School Night and at the school’s English Learner Advisory Committee meeting in August.



Families

03

Interactive Activities

Families are encouraged to look up their child's new route to school via map applications on their cell phones. This activity has opened up conversations with their children and allowed families to connect with other families around possible transportation options.

04

Enrollment Workshop

An enrollment evening will be hosted at the school in November to provide an opportunity to get questions answered about the new middle school boundaries going into effect in the 2025-26 school year.



11

11

Neighbors

01

Informational Letter

Neighbors will be informed of the move-in date, bell schedule, school calendar and after-school activities via a letter in October.

02

Move-in signage

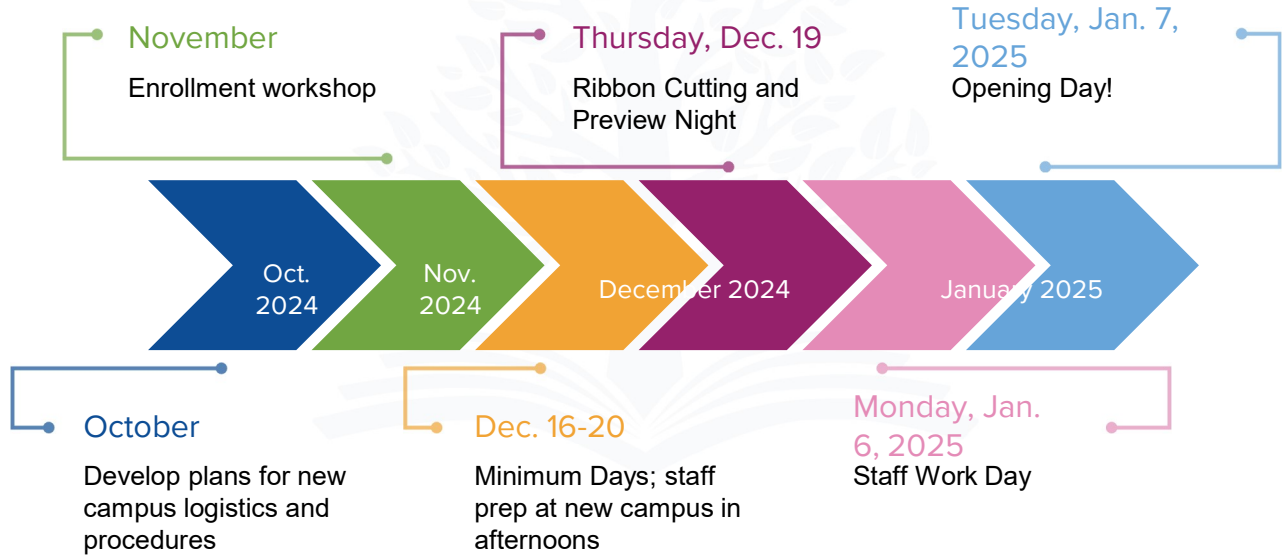
Two banners announcing the move-in date and website are presently showcased on the fenceline of the new campus.

Campus Tour: Immediate neighbors will be invited to a special tour of the campus in December.



12

What's Ahead



Questions and Feedback

EDUCATIONAL PARTNER ENGAGEMENT 2024-25

What is the Local Control and Accountability Plan (LCAP): The LCAP is a three-year plan that is revised annually that describes how services are provided to improve the performance of English learner, low income, and foster youth students as well as the performance of all students.

How is the LCAP developed: The LCAP is developed with and includes the diverse perspectives and experiences of our educational partners that includes our students, families, staff, and community.

LCAP goals: Our district is focused on the following LCAP goals:

- **Student Achievement and Implementation of State Standards** - Improve achievement and outcomes for all students as measured by performance on statewide assessments, English proficiency, and college and career preparedness.
- **Student Engagement and Course Access** - Provide students with engaging programs, course work, and opportunities that address attendance, dropout, graduation, and access to a broad course of study.
- **School Conditions, Climate, and Family Engagement** - Address factors both inside and outside the classroom that impact student success such as family engagement, health, safety, discipline, connectedness, facilities, materials, and staffing.

Listening Session Activity: Share your perspectives, ideas, and experiences as they relate to our three LCAP goals using the questions below. Your ideas will help inform our next steps and improvement work related to the LCAP.

Consider your observations, experiences, and ideas as they relate to our three LCAP goals when responding to the following questions:

1. What are some things our schools are doing well to support students and families?

2. What are some things our schools should do differently to improve support for students and families?

Facilities Committee Attendance Summary 2024-2025

Committee Members (Initials: board members)	09-03-2024	10-01-2024	11-05-2024	12-03-2024	01-07-2025	02-02-2025	03-04-2025	04-01-2025	05-06-2025	06-03-2024
Frank Cockrell* (ZC)	✓									
Steve Ward (SH)	✓									
Ashley Freer (PV)	✓									
Zachary Morton (BA)	✓									
Tina Cooper** (PC)	✓									
Melinda Avey (SH)	✓									
Jodi Mulligan-Pfile (ZC)	✓									
Murad “Moe” Sarama (MP)	✓									
Peter McKane (BA)	✓									
Josh Alvarado (TK)	✓									
Anna Stellmacher (PC)										
Vacant (TK)										
Vacant (PV)										
Vacant (MP)										

Board of Education / Appointees (Term Expires)

Pam Costa (12/24)	Anna Stellmacher (07/26)	Tina Cooper (12/24)**
Saul Hernandez (12/24)	Steve Ward (12/24)	Melinda Avey (12/24)
Paula Villescaz (12/24)	Vacant -	Ashley Freer (12/24)
Zima Creason (12/26)	Frank Cockrell (07/26)*	Jodi Mulligan-Pfile (07/25)
Ben Avey (12/26)	Zachary Morton (07/26)	Peter McKane (12/24)
Manny Perez (12/26)	Murad “Moe” Sarama (12/24)	Vacant -
Tanya Kravchuk (12/26)	Vacant -	Josh Alvarado (07/25)

*Chair

**Assistant Chair

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**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2024-2025**

K
09/24/2024

OCTOBER 8

Recognition: Week of the School Administrator (Oct. 13-19) – A	Toto
College and Career Readiness – R	Schnepp
Strategic Plan Update – R	Allen
Variable Term Waivers – A	Toto
Assignment of Teachers Outside Regular Base Credential – A	Toto
Provisional Internship Permits – A	Toto
Exemption to the Separation-From-Service Requirement – A	Toto
Williams Complaint Report – R	Gaddis
*Amendment No. 4 Mariemont Elementary School LLB Modernization and Interim Housing Project – A	Camarda
*Purchase Agreement for Districtwide Furniture (BP#25-202) – A	Camarda
*Resolution: Commit Fund Balance – A	Ryan

OCTOBER 22

Recognition: National School Psychology Week (Nov. 11-15) – A	Slavensky
2023-2024 End of Year Data Summary – R	Slavensky
Resolution: Land Acknowledgement – A [Discussed: 05/14/24, 09/24/24]	Oaxaca
Cell Phone Policy – D	Allen
Legislative Priorities for 2025-2026 – D/A	Thigpen
Amendments to Use of Facilities Handbook – A	Camarda
*CTE Advisory Committee Roster 2024-2025 – A	Schnepp

NOVEMBER 19 *(3rd Tuesday)*

Board reception honoring outgoing board members (before board meeting)

La Entrada/Adult Education Graduation Requirements – D	Schnepp
Universal Prekindergarten (UPK) Update – R	Townsend-Snider
Dress Code Update – R	Schnepp
Set Annual Organizational Meeting – A	Board
*Resolution: CSPP Continued Funding Application Designated Personnel 2025-2026 – A	Townsend-Snider
*2024-25 Meal Price Increases – A	Camarda

DECEMBER 17 *(3rd Tuesday)*

Board reception/swearing-in (before board meeting)

Annual Organizational Meeting – A	Board
System of Professional Growth – R	Slavensky
2023-2024 Audit Report – A	Ryan
2024-2025 First Interim & Budget/Financial Status Report – A	Ryan
Bond Update – R	Camarda
*Continued Funding Application CSPP & CCTR – A	Townsend-Snider
*Minimum Wage Increase (Short Term, Temporary) – A	Toto

JANUARY 14

English Language Development (ELD) Update – R	Oaxaca
The Brown Act – D	Gaddis
Title IX Board Policies – D	Gaddis
BP 0410 Nondiscrimination in District Programs and Activities	
BP 1312.3 Uniform Complaint Procedures	
BP 4030 Nondiscrimination in Employment	
BP 4033 Lactation Accommodation	

BP 4119.11/4219.11/4319.11 Sex Discrimination and Sex-Based Harassment	
BP 5145.3 Nondiscrimination/Harassment	
BP 5145.7 Sex Discrimination and Sex-Based Harassment	
BP 5146 Married/Pregnant/Parenting Students	
Annual Policy Review – D	Gaddis
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	
Williams Complaint Report – R	Gaddis
Governance Handbook Annual Update – D	Allen
*Resolution: Emergency Contracting – A	Ryan
*Resolution: Authorized Signature - Power to Contract on Behalf of the District – A	Ryan
*Resolution: Delegating Signature Authorization to the Superintendent – A	Ryan

JANUARY 28

Recognition: 2025 Classified Employees of the Year – A	Toto
Recognition: National School Counseling Week (Feb. 3-7) – A	Schnepp
Katherine Johnson Middle School Transition Update – R	Schnepp
Maintenance Update – R	Camarda
*Title IX Board Policies – A [Discussed 01/14/25]	Gaddis
BP 0410 Nondiscrimination in District Programs and Activities	
BP 1312.3 Uniform Complaint Procedures	
BP 4030 Nondiscrimination in Employment	
BP 4033 Lactation Accommodation	
BP 4119.11/4219.11/4319.11 Sex Discrimination and Sex-Based Harassment	
BP 5145.3 Nondiscrimination/Harassment	
BP 5145.7 Sex Discrimination and Sex-Based Harassment	
BP 5146 Married/Pregnant/Parenting Students	
*Annual Policy Review – A [Discussed 01/14/25]	Gaddis
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	
*School Accountability Report Cards (SARCs) – A	Slavensky
*LCAP Federal Addendum Annual Revision – A	Slavensky
*Governance Handbook Annual Update – A [Discussed 01/14/25]	Allen

FEBRUARY 11

Recognition: National School Social Work Week (Mar. 2-8) – A	Oaxaca
Mid-Year LCAP Update 2024-2025 – R	Slavensky
Choices Charter School Mid-Year LCAP Update 2023-2024 – R	Ginter
Technology Update – R	Skibitzki
*Resolution: Biennial Federal Surplus Property Participation Renewal – A	Ryan

FEBRUARY 25

Recognition: Arts Education Month (March) – A	Slavensky
Proposition 28: Arts Education – R	Slavensky
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – D	Toto
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated ECE) – D	Toto
Recommendation for Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – D	Toto
Notice of Intent to Reduce Classified Positions – D	Toto
2025 CSBA Delegate Assembly Election – A	Board
*Early Head Start/Head Start Budget Modification/Carryover Funds – A	Townsend-Snider

MARCH 11

Second Interim Budget Report – R	Ryan
Facilities Master Plan – D	Camarda
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated TK-12) – A [Discussed 02/25/25]	Toto
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated ECE) – A [Discussed 02/25/25]	Toto
Resolutions: Reductions in PKS & Criteria for Tie Break (Certificated Adult Ed) – A [Discussed 02/25/25]	Toto
Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/25/25]	Toto
*Audit Reports for Measures J, N, P and S – A	Ryan

MARCH 25

Recognition: Week of the Young Child (Apr. 5-11) – A	Townsend-Snider
Recognition: Adult Education Week – A	Schnepf
Instructional Technology – R	Slavensky
Transportation Update – R	Camarda
3280 and 7-11 Committees – D	Camarda
*Head Start and Early Head Start Grant Application 2025-2026 – A	Townsend-Snider

APRIL 8

Recognition: School Bus/Van Driver Appreciation Day (Apr. 22) – A	Toto
Instructional Materials Adoptions – D	Slavensky
New High School Courses – D	Slavensky
Accelerated Programs – D	Slavensky
Williams Complaint Report – R	Gaddis
Proposed Board Meeting Dates for 2025-2026 – A	Board

APRIL 22

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 7) – A	Oaxaca
Recognition: California Day of the Teacher (May 14) – A	Toto
Multi-Tiered System of Supports (MTSS) – R	Oaxaca
Innovative School Update – R	Townsend-Snider
*Instructional Materials Adoptions – A [Discussed 04/08/25]	Slavensky
*New High School Courses – A [Discussed 04/08/25]	Slavensky

MAY 13

Recognition: National Speech Pathologist Day (May 18) – A	Slavensky
Recognition: Classified School Employee Week (May 18-24) – A	Toto
District TK-12 Mathematics Update – R	Slavensky
Nutrition Services Update – R	Camarda
Hearing Officer's Recommendation-2025 RIF (if applicable) – A	Gaddis

MAY 27

Recognition: National Science Bowl (if applicable) – A	Schnepf
Recognition: Science Olympiad (if applicable) – A	Schnepf
Recognition: Academic Decathlon (if applicable) – A	Schnepf
Restorative Practices/Student Discipline – R	Oaxaca
Equity Plan – D	Oaxaca
*Head Start/Early Head Start SETA Grant Resolution 2025-2026 – A	Townsend-Snider
*Facility Lease Amendments – A	Camarda

JUNE 10

Public Hearing: LCAP – D	Slavensky
Public Hearing: LCAP/Choices Charter School – D	Ginter
Public Hearing: Adoption of the 2025-2026 Budget – D	Ryan
Strategic Plan Update – R	Allen
Temporary Interfund Borrowing of Cash – A	Ryan

*CIF Superintendent Designation of Representatives 2025-2026 – A
*ECE Program Self-Evaluation for CDE – A
*Head Start/Early Head Start COLA Funding Allocation 2025-2026 – A

Schnepf
Townsend-Snider
Townsend-Snider

JUNE 24

California School Dashboard Local Indicators – R
LCAP – A [Public Hearing 06/10/25]
Choices Charter School California School Dashboard Local Indicators – R
LCAP Choices Charter School – A [Public Hearing 06/10/25]
Adoption of the 2025-2026 Budget – A [Public Hearing 06/10/25]
Facilities Update – R
Bond Oversight Committee Update – R
*2024-2025 Actuarial Report (OPEB) – A
*Charter School 2023-2024 Audit Reports (AAT, CMP, GIS, GV, OFY, VIE) – A

Slavensky
Slavensky
Ginter
Ginter
Ryan
Camarda
Camarda
Ryan
Ryan

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