



HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Special Board Meeting

October 12, 2022

Board of Trustees

Matt Hester, President
Kevin Grizzle, Member
Jared Garewal, Member
Ben Abatti Jr., Member

Superintendent

Celso Ruiz

Assistant Superintendent

John Paul Wells

Holtville

where tradition meets vision



SPECIAL MEETING
of the
BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT

Wednesday, October 12, 2022

CLOSED SESSION 5:00 P.M, OPEN SESSION IMMEDIATELY FOLLOWING
Holtville Unified School District, Board Room, 621 East Sixth Street, Holtville, CA. 92250

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to Trustees after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the Office of the Superintendent located at 621 E. Sixth Street, Holtville, Ca. 92250

Members of the public who require disability accommodation in order to participate in the meeting should contact the Superintendent at (760)356-2974, or in writing, at least 24 hours prior to the meeting. (Government Code section 54954.2).

1. PRELIMINARY

Call to Order

Flag Salute

Roll Call

Present Absent

Matt Hester, President

Kevin Grizzle, Clerk

Jared Garewal, Member

Ben Abatti Jr., Member

2. MODIFICATIONS OF THE ORDER OF THE AGENDA, IF ANY.

Motion: _____ Second: _____ Ayes: ____ Nays: ____ Vote: _-__

3. STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA.

At this time, members of the public may address the Board only as to items on the closed session agenda. If you wish to address the Board, please stand, give your name and address and proceed to the podium from which you will speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty minutes.

4. CLOSED SESSION

A) Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release

B) Superintendent's Evaluation – Government Code Section 54957

C) Negotiations with the CSEA Chapter 338 – Pursuant to Government Code Section 3549.1

5. REPORTABLE CLOSED SESSION ACTIONS:

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
SPECIAL MEETING – October 12, 2022
AGENDA PAGE 2**

6. PUBLIC COMMENT ON ITEMS ON THE OPEN SESSION AGENDA AND ON NON AGENDA ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD.

At this time, members of the public may address the Board only as to items on the open session agenda or items within the subject matter jurisdiction of the Board. Public comment will not be taken during the Board's consideration of an item on the open session agenda. If you wish to address the Board, please stand, give your name and address and proceed to the podium from which you will speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty minutes. In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

7. PUBLIC HEARING

*Public Hearing regarding the Sufficiency of Instructional Materials for the Fiscal Year of 2022/23
(Mr. Ruiz) Pg. 2*

8. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

- A) Approve Board Resolution 2022/23-006 A Resolution Regarding Sufficiency of Instructional Materials
(Mr. Ruiz) Pgs. 4-11*

*Motion: _____ Second: _____
Roll Call Vote: Hester: _____ Grizzle: _____ Garewal: _____ Abatti: _____
Ayes: _____ Nays: _____ Vote: ____ - ____*

- B) Approve the Sugimura Finney Architects Proposal for Architectural Services pertaining to the construction of the new Gym/Multipurpose Building and Kitchen at Holtville High School in the amount of \$200,000
(Mr. Wells) Pgs. 12-13*

Motion: _____ Second: _____ Ayes: _____ Nays: _____ Vote: ____ - ____

- C) Approve the ESR Construction bid in the amount of \$643,890 for the installation of facilities Health and Safety improvements including additional fencing, gates, security systems, and kitchen upgrades
(Mr. Wells) Pgs. 14-15*

Motion: _____ Second: _____ Ayes: _____ Nays: _____ Vote: ____ - ____

9. FUTURE BOARD MEETING DATE

Monday, October 17, 2022 is the next Regular Board Meeting

10. CLOSED SESSION

- A) Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release
B) Superintendent's Evaluation – Government Code Section 54957
C) Negotiations with the CSEA Chapter 338 – Pursuant to Government Code Section 3549.1*

11. ADJOURNMENT

MISSION STATEMENT

The Mission of the Holtville Unified School District is to ensure a standards-based curriculum that promotes excellence in academic, social and emotional growth for every student through the establishment of strong parent/school/community partnerships in a stable and safe learning environment.

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

PUBLIC HEARING

Holtville Unified School District

PUBLIC HEARING ANNOUNCEMENT

The community and general public are invited to attend a public hearing regarding the sufficiency of instructional materials for the fiscal year of 2022/23.

The meeting will take place on Wednesday, October 12th, 2022 at the Holtville Unified School District Board Room, located on 621 E. Sixth Street, Holtville, Ca. 92250. The meeting will begin at 5:00 p.m.

Ann Heraz, Administrative Assistant

Posted on September 28, 2022
HUSD Administration Office
Holtville Middle School
Holtville High School

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

ACTION/DISCUSSION

RESOLUTION #2022/23--006
REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS

Whereas, the governing board of the Holtville Unified School District/county office of education, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on October 12, 2022 at 5:00 p.m., which did not take place during or immediately following school hours, and;

Whereas, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders (if the district or county office has a bargaining unit) in the public hearing, and;

Whereas, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district/county office of education, and;

Whereas, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, **that are aligned to the academic content standards and** consistent with the cycles and content of the curriculum frameworks.

Whereas, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

Whereas, laboratory science equipment was **available** for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2022/23 school year, the Holtville Unified School District/county office of education has provided each pupil with sufficient textbooks and instructional materials **aligned to the academic content standards and** consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED this 12th day of October 2022 by the following vote:

Ayes:

Nays:

Absent:

Abstain:

I declare that the foregoing is a true and correct copy of a resolution adopted by the Holtville Unified School District Board of Trustees at their special meeting on October 12th, 2022

Celso Ruiz, Authorized Agent
Holtville Unified School District
Board of Trustees

Education Code Section 60119
Suggested Resolution on Sufficiency of Instructional Materials

*Note: The following suggested language may used by governing boards to certify compliance with Education Code Section 60119 (as revised by Chapter 118, Statutes of 2005 and CCR, Title 5, Section 9531). In order to be eligible to receive instructional materials funds, the governing board of each district and county office of education is required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects **that are aligned to the academic content standards and** consistent with the content and cycles of the curriculum frameworks adopted by the state board.*

*Governing boards that have met the requirements of Education Code Section 60119 and have also certified compliance with the Instructional Materials Funding Realignment Program (IMFRP) requirements regarding provision of **adopted** standards-aligned instructional materials for all students (Education Code Section 60422) may spend 100% of any remaining IMFRP **funds from that year's allocation for other approved purposes.***

MEMORANDUM

To: Principals
Date: September 27, 2022
Subject: Sufficient or Insufficient Instructional Materials

In compliance with *Education Code Section 60119*, a public hearing must be held on or before the eighth week of school to certify that there is a sufficiency of instructional materials. The Public Hearing will be held during the October 12th, 2022 Board Meeting.

Please complete the survey and certification form. I must have the survey and certification back before ASAP. The survey forms are attached for elementary, middle and the high school.

The following are the areas required to have a sufficiency
K-12 Grade Levels

- Mathematics – Sufficiency: Yes No
- Science - Sufficiency: Yes No
- History-social science - Sufficiency: Yes No
- English/language arts, including the English language development component of an adopted program Sufficiency: Yes No

The governing board must also include written determination for the following areas, though these determinations are not a condition of receipt of funds:

Middle and High School

- G Foreign language - Sufficiency: Yes No
- G Health classes - Sufficiency: Yes No
- G Science laboratory classes offered in grades 9-12, inclusive; (provide details on the science laboratory equipment available for these classes) Sufficiency: Yes No

FOR A FINDING OF SUFFICIENT INSTRUCTIONAL MATERIALS:

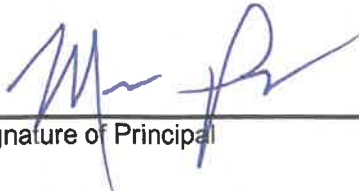
The definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

FOR A FINDING OF INSUFFICIENT MATERIALS:

The definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

The insufficient textbooks or instructional materials listed above were not provided at each school due to the following reasons:

The following actions will be taken to ensure that all students have sufficient textbooks or instructional materials in all subjects that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks within two months of the beginning of the school year in which this determination is made. List actions to be taken:



Signature of Principal

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MEMORANDUM

Sam Webb 2022-23

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Signature of Principal

10/4/2022

MEMORANDUM

Freedom 2022-23

To: Principals
Date: September 27, 2022
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Signature of Principal

Mitchell W. [Signature]

10/4/2022



Architecture • Planning • Interiors
Landscape Architecture
2155 So. Bascom Ave., Suite 200
Campbell, CA 95008-3279
408.963.5703

1241 Johnson Ave., Suite 174
San Luis Obispo, CA 93401
408.963.5710

E-mail: mark@sugimura.com
Website: www.sugimura.com

September 26, 2022

Holtville Unified School District
627 East 6th Street
Holtville, CA 92250

Subject: Proposal for Architectural Services (Revised)

Attn: John-Paul Wells, Assistant Superintendent Business
Architectural and Engineering Fee Proposal
Holtville High School New Gym and Kitchen
SFA Project #22077

Dear Mr. Wells:

We are pleased to provide a written proposal for Architectural services for your consideration. The following best describes services that we will provide once you have accepted this proposal:

SCOPE OF WORK

Provide architectural and engineering services for the design and preparation of drawings and specifications for a new modular kitchen complex and a new multi-purpose space with stage, restrooms, bleachers, and scoreboards. Work includes fire alarm, low voltage, and power to the new complex. We will seek DSA approval with the modular manufacturer and provide close-out with the DSA at the completion of this project. We will assume that this project will be designed and constructed in two separate phases.

It is assumed that the District will hire Frank Lewis to engineer civil and underground utilities engineering other than low voltage, power and fire alarm. Our fee includes Pre-design, Design Development, Construction Documents, and Construction Administration as follows:

<i>Principal</i> Mark C. Finney	Schematic and Design Development (SD/DD)	25% of the fee
	Construction Documents (CD)	40% of the fee
	Bid and Award (BA)	5% of the fee
<i>Associate</i> Donald Bary	Construction Administration (CA)	25% of the fee
	Close-out with DSA (CO)	5% of the fee

Project Directors
Mike Bowers
Linda Mao

Project Architects
Jackie Barbé
John Tischler
Brendan Kelly

Project Manager
Norma Jackson

Senior Designer
Jocelyn Martinez

Project Close-out Specialist
Michael Kaluzhinsky

Our fee does not include specialty engineering such as Acoustic, Waterproofing, off-site improvements, ground, or underground surveying, nor any other consultants, testing labs or engineering normally provided by the client to accomplish this project exploratory, and survey needs. We will coordinate with the District hired consultants as part of our team.

BASIC COMPENSATION

The estimated construction costs include \$2,453,800 for the modular kitchen, \$1,300,000 for food service and dining equipment, \$5,333,000 for the Modular Multi-purpose building (bleachers and scoreboards etc. costs are unknown) plus approximately \$1,000,000 for sitework upgrades for the new buildings. This project will likely be constructed in two phases. We propose a fixed fee of



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Landscape Architecture
2155 So. Bascom Ave., Suite 200
Campbell, CA 95008-3279
408.963.5703

1241 Johnson Ave., Suite 174
San Luis Obispo, CA 93401
408.963.5710

E-mail: mark@sugimura.com
Website: www.sugimura.com

\$200,000 for our services as listed above. Please include an additional fee of \$3500 for additional printing costs that might be needed for DSA submittal, other local permitting requirements, fees and close out.

ADDITIONAL SERVICES

Services beyond Basic Service described above will be invoiced based upon an hourly rate as accepted and approved by the District prior to work requested by the District. Hourly rates would only be used with the District's written approval. Reimbursable expenses are invoiced at 1.10 times actual cost. Additional consultants will be hourly rates as acceptable by the school District and approved prior to the requested added scope. Added consultant fees will be invoiced as a reimbursable.

PROJECT SCHEDULE

We are available to proceed immediately on this project, upon your approval of this proposal.

REIMBURSABLE EXPENSES

Reimbursable expenses are invoiced at 1.10 times actual cost that would be above the fee as proposed and would only be considered if requested by the Owner. Sugimura Finney Architects does not charge for travel time or expenses. Reimbursables will only be charged to the District with the District's advances approval to the Architect.

We are available to proceed immediately on this project, upon your approval of this proposal. Please do not hesitate to contact us for any issues that are not clearly identified. Please indicate your acceptance of this Proposal by signing below, which will become our working agreement, and fax or email a copy back to us as soon as possible so that we can get started.

Again, thank you for allowing us to provide a proposal for this project. We look forward to working with you.

Principal
Mark C. Finney

Associate
Donald Barry

Project Directors
Mike Bowers
Linda Mao

Project Architects
Jackie Barbé
John Tischler
Brendan Kelly

Project Manager
Norma Jackson

Senior Designer
Jocelyn Martinez

Project Close-out Specialist
Michael Kaluzhinsky

Sincerely yours,
Sugimura Finney Architects, Inc.

Mark C. Finney, President
Architect
C-24673

Accepted:

Holtville USD

BID FORM AND PROPOSAL

To: Governing Board of the Holtville Unified School District

From: ESR Construction Inc
(Name of Bidder)

(Address)
2039 Crist Drive Los Altos, CA 94024
(City, State, Zip Code)

(408) 426-0683
(Phone)

Ed Ramans
Name(s) of Bidder's Authorized Representative(s)

1. Bid Proposal

1.1 Base Bid Proposal Amount

The undersigned Bidder proposes and agrees to perform the Contract including, without limitation, providing and furnishing any and all of the labor, materials, tools, equipment and services necessary to perform the Contract and complete in a workmanlike manner all of the Work required for the Project described as:

Installation of Improvements at Various Holtville School District Sites

A. Ansel System complete and in place at Finely Elementary and Holtville High School.

Total Amount \$ 45,900⁰⁰ dollars

B. Conduits and Black Boxes for future Fire Detection and Alarm Systems Kitchen Building at Finley Elementary School

Total Amount \$ 41,953⁰⁰ dollars

Theater Building Finely Elementary School

Total Amount \$ 62,957⁰⁰ dollars

C. Security systems and upgrades at Pine Elementary School , Finley Elementary School, Holtville High School and Holtville Middle School.

Total Amount \$ 479,280⁰⁰ dollars

D. Qualified Electrician [hourly basis]

Total Hourly Basis \$ 138⁰⁰ dollars X 100 hours

Total Amount Extended \$ 13,800⁰⁰ dollars

TOTAL AMOUNT OF CONTRACT –
Addition of A, B, C,D \$ 643,890⁰⁰ dollars

The Bidder confirms that the figures above have been checked and understands that neither the District nor any of its agents, employees or representatives shall be responsible for any errors or omissions on the part of the undersigned Bidder in preparing and submitting this Bid Proposal.

1. The undersigned has reviewed the Work outlined in the Contract Documents and fully understands the Scope of Work required in this Proposal, understands the construction and project management function(s) is described in the Contract Documents, and that each Bidder who is awarded a contract shall be in fact a prime contractor, not a subcontractor, to the District, and agrees that its Proposal, if accepted by the District, will be the basis for the Bidder to enter into a contract with the District in accordance with the intent of the Contract Documents.
2. The undersigned has notified the District in writing of any discrepancies or omissions or of any doubt, questions, or ambiguities about the meaning of any of the Contract Documents, and has contacted the Construction Manager before bid date to verify the issuance of any clarifying Addenda.
3. The undersigned agrees to commence work under this Contract on the date established in the Contract Documents and to complete all work within the time specified in the Contract Documents.
4. The liquidated damages clause of the General Conditions and Agreement is hereby acknowledged.
5. It is understood that the District reserves the right to reject this bid and that the bid shall remain open to acceptance and is irrevocable for a period of ninety (90) days.