

Bueno, Amy

From: Allen-Cantley, Nalani
Sent: Friday, September 25, 2015 10:42 AM
To: Grima, Charlotte; Alger, Karen; Mindeguia, Yvette Alzugaray; Campbell, Paula; Fentanes, Donna; Bueno, Amy; Chan, Jennifer; Sebers, Ryan; Valenzuela, Judy; Krause, Michael; Spaulding, Jay; Chan, Sheryl; Mar, Susan; Blundell, Claudette; Sanchez, Sergio; Coyne, Mike; Colucci, Ed; Delorio, Lou; Lopez, Marco; Lunt, Daniel; Rapaido, Cynthia
Subject: Items approved/not approved at September 24 Board meeting

Here is the recap of approved items.

Administration

Pivot Strategic Plan Services
Pivot coaching services contract
2nd reading/approval of District's new/updated Board Bylaws and Policies - BP 3280 Sale or Lease of District-Owned Real Property **will have a 3rd reading**
Appointment of official representative to ACCEL
Agreement to report on fund use and outcomes (ACCEL)
Agreement to rules and procedures (ACCEL)
Resolution #15-69: Hillside Licensing

Educational Services

Resolution #15-59: Confirmation of sufficient student textbooks/instructional materials
Job position - Director of Innovation, Community Outreach & Special Projects

Human Resources

Certificated Assignment Order
Classified Assignment Order
Youth Services Bureau - Elementary
Youth Services Bureau - High School SSA
Grand Jury report on Head Trauma – Authorization of District Response

Business Services

Monthly reports
Donations
Declaration of surplus property
2015-16 fundraising event(s)
Contracts/Agreements under \$25,000 - **except contract for 3Fs**
Resolution #15-72: GANN limit
Replacement of secondary musical instruments
Year-end unaudited actuals
Denial of claim
Measure J/Miracle Playsystems change order #3

Nalani Allen-Cantley

Sr. Executive Assistant to the Superintendent
South San Francisco Unified School District
398 B Street, SSF, CA 94080
650-877-8705 ph. 650-588-8113 fax
ncantley@ssfusd.org

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING
Thursday, September 24, 2015**

**Baden High School – Gymnasium
825 Southwood Drive, South San Francisco, California**

OPEN SESSION — 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 p.m.

1. To consider the appointment of one (1) public employee to the position of assistant principal at El Camino High School, in accordance with Government Code Section 54956.
2. Conference with legal counsel—anticipated litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9. (One case).

RECONVENE INTO OPEN SESSION – 7:00 p.m.

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE will be led by Los Cerritos Elementary School 5th grader Brandon Hernandez.

D. REPORTING OUT FROM CLOSED SESSION

E. REVIEW OF AGENDA

F. RECOGNITION AWARDS – volunteers

G. PTA COUNCIL REMARKS

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators
South San Francisco Classroom Teachers Association
California School Employees Association Chapter 197

I. PERSONNEL COMMISSION

J. ITEMS FROM BOARD

- Announcements
- Board Calendar
- Board Committee Reports

K. SUPERINTENDENT'S REPORT

- a. Recognition for Teacher Aaron Boyd
- b. Review of future agenda items
- c. Other

L. COMMUNICATIONS

Public comments are limited to three minutes per individual. Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law (Brown Act). The Board may request staff to respond orally at the meeting or in writing at a future time.

M. PRESENTATIONS

(Individual presentations are limited to a maximum of 10 minutes.)

1. EDUCATIONAL SERVICES

- a. Teaching and learning presentation:
Los Cerritos Elementary School

Principal Kennelyn Celeste will share with the Board educational priorities and programs at Los Cerritos Elementary School.

- b. Hillside Preschool Program

Dr. Leticia Bhatia will provide information on the Summer 2015 extended school year (ESY) in the Hillside preschool program.

2. HUMAN RESOURCES

a. Employee Assistance Program (EAP)—OPTUM

Sharon Vishwa, Member Services Manager, with the San Mateo County Schools Insurance Group will provide information on the recent implementation of an Employee Assistance Program (EAP) called OPTUM.

3. BUSINESS SERVICES

a. CBOC 2014-2015 Annual Report

The Citizen's Bond Oversight Committee (CBOC) was established to satisfy Prop 39 requirements. The CBOC Chairperson, John Sanna, will present their 2014-2015 annual fiscal report outlining CBOC proceedings and activities to the Board, for their review.

b. USS Cal Builders

USS Cal is the general contractor for all Measure J construction projects. They will present to the Board information regarding their operations as well as a rebuttal to the recent forensic examination of Measure J projects.

PAGE

ACTION *(Resolutions)*

1. ADMINISTRATION

a. Resolution No. 15-69 for Hillside Licensing

1 - 3

Staff recommends the adoption of Resolution #15-69: To certify the approval of the Governing Board to submit the licensing application to the Department of Social Services Community Care Licensing to license Hillside school to operate the Big Lift preschool program.

b. Resolution No. 15-70 for Filipino American History Month

4

Staff recommends the adoption of Resolution #15-70: Honoring Filipino American History Month.

PAGE

- c. Resolution No. 15-71 for National Disability Employment Awareness Month** 5

Staff recommends the adoption of Resolution #15-71:
Honoring National Disability Employment Awareness Month.

2. BUSINESS SERVICES

- a. Resolution No. 15-72 GANN limits** 6 - 10

Staff recommends the adoption of Resolution #15-72:
Adjusting the FY 2014-15 Gann Limit and estimating the FY
2015-16 Gann Limit.

- N. CONSENT AGENDA: The following items are submitted for Board approval. One motion will authorize action for those items so designated.**

PAGE

1. ADMINISTRATION

- | | |
|--|---------|
| a. Minutes to the Special Board Meeting, August 29, 2015. | 11 - 22 |
| b. Staff recommends the approval of the Pivot Strategic Plan Services. | 23 - 25 |
| c. Staff recommends the approval of the Pivot Coaching Services contract. | 26 - 27 |
| d. Staff recommends the approval for Superintendent Moore to participate in the ACSA Leadership Summit in Sacramento, CA, November 5 to 7, 2015. | 28 |

2. HUMAN RESOURCES

- | | |
|--|---------|
| a. Certificated Personnel Assignment Order | 29 - 31 |
| b. Classified Personnel Assignment Order | 32 |

3. BUSINESS SERVICES

- | | |
|---|-----------|
| a. Purchase Order Listing, August 1 - 31, 2015 | 33 - 49 |
| b. Warrant Register, August 1 - 31, 2015 | 50 - 85 |
| c. Cash Receipts, August 1 - 31, 2015 | 86 - 98 |
| d. Miscellaneous Cash Receipts, August 1 - 310, 2015 | 99 - 101 |
| e. Gifts to the District, September 2015 | 102 - 104 |
| f. Staff recommends the approval of the declaration of surplus property. | 105 - 109 |
| g. Staff recommends the approval of SSFHS fundraising fundraising events for the 2015-2016 school year. | 110 |
| h. Staff recommends the approval of professional service agreements under \$25,000. | 111 - 112 |

PAGE

INFORMATION/DISCUSSION

1. EDUCATIONAL SERVICES

- a. California Assessment of Student Performance and Progress (CAASPP)** 113 - 114

Dr. Bhatia will provide the Board with information on the results from the Spring 2015 California Assessment of Student Performance and Progress (CAASPP).

- b. Dance Course and Physical Education Credits** 115 - 117

Staff will present to the Board a new board policy and program description for the high school dance courses at both El Camino and South San Francisco High School.

2. BUSINESS SERVICES

- a. Unaudited Actuals Report** 118

Staff will present to the Board the Unaudited Actuals Financial Report including revenues, expenditures and ending balances for the 2014-2015 fiscal year.

- b. Playground at Sunshine Gardens Elementary School** 119

Staff will provide an update regarding an assessment to possibly add a playground in the back area of the Sunshine Gardens Elementary School site.

- c. Musical Instruments at Secondary Sites** 120

Staff will provide the Board with information regarding a needs assessment of musical instruments within the District for secondary sites.

PUBLIC HEARING – Sufficient student textbooks/instructional materials

A Public Hearing, in accordance with California Education Code Section 60119 and SB 550, will provide an opportunity for members of the public to comment on the sufficiency, appropriation and disbursement of instructional materials throughout the District.

PAGE

ACTION *(continued)*

1. ADMINISTRATION

d. 2nd Reading of District's Updated Board Bylaws and Policies 121 – 208

Staff recommends the approval of the District's updated Board Bylaws and Policies (listed below), as presented to the Board.

1. BB 9324 Minutes and Recordings
2. BP 3280 Sale of Lease of District-Owned Real Property
3. 6151 Class size
4. BP 6162.5 Student Assessment
5. BP 6162.54 Test integrity test preparation
6. BP 6163.1 Library Media Centers
7. BP 6184 Continuation education
8. E 4112.9 Employee Notifications
9. E 5145.6 Parental Notifications

e. Approval of Appointment of Official Representative to Adult Education College and Career Educational Leadership (ACCEL) 209 - 212

Staff recommends the approval of the appointment of a District official representative to ACCEL to serve on the Steering Committee and the Executive Committee, as presented to the Board.

f. Approval of Agreement to Report on Fund Use and Outcomes for Adult Education College and Career Educational Leadership (ACCEL) 213 - 214

Staff recommends the approval of the agreement for the District's official representative to report on the use of funds and outcomes as a member of ACCEL, as presented to the Board.

g. Approval of Agreement to Abide to the Rules and Procedures for Adult Education College and Career Educational Leadership (ACCEL) 215 - 217

Staff recommends the approval of the agreement for the District's official representative to abide to the rules and procedures as a member of ACCEL, as presented to the Board.

PAGE

2. EDUCATIONAL SERVICES

- a. Resolution No. 15-59 for Confirmation of Sufficient Student Textbooks/instructional Materials** 218 - 225

Staff recommends the adoption of Resolution #15-59: To confirm and certify that the District 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.

- b. Approval of Job Position for Educational Services Director** 226 - 229

Staff recommends the approval of the job position for the Director of Innovation, Community Outreach, and Special Projects, as presented to the Board.

3. HUMAN RESOURCES

- a. Approval of Youth Services Bureau (YSB) Counseling Services at Elementary Sites** 230 - 234

Staff recommends the approval of an increase of one (1) additional day of YSB counseling services per week at Spruce, Martin, Los Cerritos, and Sunshine Gardens Elementary Schools, as presented to the Board.

- b. Approval of Youth Services Bureau (YSB) School Safety Advocates (SSA) at High Schools** 235 - 241

Staff recommends the approval of the implementation of the YSB high school SSA program, providing four (4) days per week of service at El Camino High School and South San Francisco High School, and two (2) days per week at Baden High School, as presented to the Board.

- c. Approval of District's Response to Grand Jury Report on Head Trauma** 242 - 261

Staff recommends the approval of the proposed District's response to the Grand Jury report on sports-related traumatic brain injuries, or concussions, and authorizes staff to submit the response to the Grand Jury commission, as presented to the Board.

PAGE

4. BUSINESS SERVICES

b. Approval of Unaudited Actuals Report 262

Staff recommends the approval of the 2014-2015 Unaudited Actuals Financial Report, as presented to the Board.

c. Denial of Claim 263

Staff recommends the denial of a claim and referral to the District's insurance carrier, as presented to the Board.

d. Measure J/Approval of Change Order #3 to the Miracle Playground Systems Agreement 264 - 266

Staff recommends the approval of change order #3 to the Miracle Playground Systems agreement for a play structure installation at Buri Buri Elementary School, as presented to the Board.

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

October 8, 2015 – Community Forum

- Safety and Security

October 22, 2015

- Teaching and learning presentation – Buri Buri Elementary School
- Resolution honoring Native American Heritage Month
- Resolution on Domestic Violence Awareness Month
- Resolution for Beyond Bonding Authority
- Resolution for Modern Eligibility Signatory Authority
- Updated Safe School Plans
- Review of Nutritional Services–Director Job Description and Organizational Chart
- Nutritional services positions – Production Chef and Nutritionist
- Infinite Campus/Parent Portal
- Approval of updated designated representatives to CIF (California Interscholastic Federation)
- Approval of Board Policy and program description for Dance for PE credit
- Williams report for 3rd quarter ending 9/30/15
- Resolution for Week of the School Administrator
- Cafeteria Owe regulation

October 24, 2015 – Board retreat (Board room)

November 5, 2015 – Alta Loma Middle School

- Teaching and learning presentation – Alta Loma Middle School

December 10, 2015 – Televised (Municipal Building)

- Teaching and learning presentation – Westborough Middle School
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- First interim budget report “positive certification”
- Resolution for Computer Science Week
- CSBA Delegate Assembly nomination

January 14, 2016

- Teaching and learning presentation – Skyline Elementary School
- Williams report for 4th quarter ending 12/31/15
- Audited report for the year ended June 30, 2014
- Approval of SPSAs
- Resolution honoring African American History Month

February 11, 2016

- Teaching and learning presentation – Sunshine Gardens Elementary School
- Recognition for outgoing Student Perez
- LCAP process – set process/timeline
- Measure J/Summer construction projects

February 25, 2016

- Teaching and learning presentation – Spruce Elementary School
- Resolution honoring Women’s History Month
- 2016 CSBA Delegate Assembly election

March 10, 2016

- Teaching and learning presentation – Ponderosa Elementary School
- Second interim budget report “positive certification”
- Resolution Honoring Women’s History Month
- Set dates for Tier III funds hearing and 2016-2017 budget adoption

March 24, 2016

- Teaching and learning presentation – El Camino High School
- Approval of Summer School program

April 14, 2016 - Televised (Municipal Building)

- Teaching and learning presentation – Martin Elementary School
- Williams report for 1st quarter ending 3/31/16
- Resolutions for Retirements
- Resolution to approve 2016-2017 TRAN

April 28, 2016

- Teaching and learning presentation – Junipero Serra Elementary School
- Resolution for Day of the Teacher
- Resolution for Classified School Employee Week
- Resolutions for Retirees

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

Copies of the agenda only are posted next to the front door of the District Office at 398 B Street, and at the following public libraries: South San Francisco libraries, West Orange and Grand Avenue, and the Daly City Library on Wembly Avenue, Daly City. It is also available for review at the District's website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

1) A CD is made of the Open Session of each meeting; 2) Any writing or document that is a public record relating to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the District Office located at 398 B Street, South San Francisco, California 94080. If however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.; and 3) For special accommodation to participate in this meeting, please contact the Office of the Superintendent, a minimum of 48 hours prior to the meeting: Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: ncantley@ssfusd.org

let her know at the beginning of the meeting. She also told Perez that if he sees any items that he feels should be brought back to a future meeting to please bring that up.

Trustee Ochsenhirt stated that over the last two weeks everyone has been concentrating on the Back to School Nights and said that he has visited nine schools so far with two more to go next week. He said it's a wonderful way to connect with teachers, parents, and students. He said it was a great experience and he is really excited.

Vice President Patrick Lucy also said he has been attending the Back to School Nights. He also spent time in OST at the Boys and Girls Club and he was informed that they have 23 students there now, with a few more possibly adding on. He also stated that he had the pleasure of taking our Superintendent Moore to a Rotary Club luncheon and that same day he formally introduced her to the Chief of Police at Antigua. He also said that he attended the PTA Training, which was amazing and was well attended. Lucy also welcomed Student Trustee Alan Perez to the Board and told him that he is the voice of South San Francisco students and told him to utilize that voice, have a blast with it, and get as much information as possible.

Trustee Acosta asked about the ownership/jurisdiction of the Boys and Girls Club in Paradise Valley and stated that they don't have a working water fountain at that location. She stated that a local community member donated water to the children at that location and stated that it's important to address and pay attention to these types of issues. She also stated that she's interested in exploring a dual emersion program in the District, mimicking the Fiesta Gardens Spanish Dual Emersion School in San Mateo. She said she's received a couple of inquiries and have put it on the agenda. She said she was also given information about The San Francisco Zoo Bio-diversity Basics, which is a middle school science curriculum program that involves hands-on activities and classroom presentations. She stated that she's not sure of the cost, and knows that they give priority to San Francisco Unified School District, but it's also open to other schools and said that it's worth exploring to see if we can bring it to our District as it ties into the common core that we are implementing. She stated that she has received positive feedback on water bottling stations and asked if they could explore implementing them into the middle and elementary schools. She also talked about the vending machines and what's being stocked and said she wants to be sure that the children have snacks and drinks for purchase. She then announced the celebration for Fiesta Padres happening at the steps of City Hall on Sunday from 1 to 4 p.m., with a check-in at noon and said she would be attending. Acosta also welcomed Perez and thanked the Superintendent and the Cabinet for their hard work.

Trustee Goodman talked about the Alta Loma Out of School Program and said he saw a very well put together video, which he will forward to Superintendent Moore, who will hopefully get it out to the rest of the Board, and said that they were interested at presenting at a future meeting. He then talked about Buri Buri, and said that the new school is something to be celebrated with happy jubilation. He stated that with the concerns around Martin and other sites and the Measure J Bond funding he witnessed

some comments being made, he feels with no ill intent, that could have hurt feelings. He said it came to his attention that there were parents and a teacher who were present at that meeting who were offended by some of the comments that were made, so he wanted to openly apologize to the parents, teachers, and the community at Buri for dampening a celebratory time and not focusing on whether or not monies that the Board chose to spend on Buri or a football field had nothing to do with Martin and that he wanted to be sure to message this to the communities. He owned up to his vote about shifting priorities or to move forward with the information they had to go with the football field using some bond monies, and stated that whatever they are doing at Martin should not take away from the good things they are doing or having individuals feel that they shouldn't feel happy about having a new school at Buri. He also talked about it being the fifth year anniversary of the San Bruno Explosion/Fire and asked if the meeting could be closed in memory of those affected by that.

President Bush publicly thanked her colleagues, Superintendent Moore, and Dr. Leticia Bhatia, Interim Assistant Superintendent of Educational Services and Categorical Programs Services, for being present at the August 29th workshop and said they were successful in moving everyone together as a governing team and said that she's looking forward to continuing those opportunities where everyone can work together. She also thanked all of the parents who have been coming to the Back to School Nights and said she was so impressed and delighted to see the community coming out for standing room only Back to School Nights. She stated that we have parent-family engagement and that is so important to the success of the students. She told everyone to keep that up as the students will need their support throughout the year. Bush then thanked Trustee Acosta for mentioning the water bottling and said that she was at the Westborough Back to School Night with fellow Trustees Lucy and Ochsenhirt and was standing near the water fountain but couldn't get a good angle to take a picture to send to Superintendent Krause to say can we get one here too! She said it's perfect and just needs to be swapped out but said that it would be great to have at the middle schools.

Superintendent Moore echoed many of the sentiments shared tonight and said that Carmen Stone has been an amazing support to her and such a blessing and this is her last meeting with us. She said that Nalani would be returning next week and they are very happy to see her come back, but also very sad to see Carmen go, and said that she wanted to publicly thank Carmen for being an amazing supporter, very productive, very positive, and that she has really helped to liven up the District Office and said that she epitomizes the spirit of when they talk about customer service and how we treat people and engage our community. She stated that her hard work has not gone unnoticed and hopefully they will be crossing paths in the near future and said she wanted to sincerely and genuinely thank her for her support of her, the Board, and the staff. The Board rose to give Carmen a standing ovation.

Carmen Stone thanked Superintendent Moore, the Cabinet and the Board and said it has been her honor to serve them. She said that she has seen nothing but positive spirit, and in the few instances where she's seen anything less, she thinks it's attributed to people who have yet to realize that there's new leadership at the District with Dr.

successful with 43 student and faculty donors. College presentations, including SF State, took place recently with general information provided to the students. Grades were reported two weeks ago.

- Tiana Valerio, ASB President, El Camino High School, highlighted recent and upcoming events on campus. She thanked PTSA for a successful swap meet on Saturday. Last week was Homecoming Week with a “Star Wars” theme. The first Friday night football game takes place tomorrow. Jefferson Awards training is being held on Saturday. Juliana’s Journey for Child Cancer Awareness is finishing this month. “Hats for Cancer” takes places where a \$2 donation allows students to wear a hat all day in class. Auditions are taking place for the new musical “Yo Viking”. A Sojourn to the Past presentation began today.

L. COMMUNICATIONS

Anna Nastari, the West Winston Manor Homeowners Association’s secretary, read a letter to the Board concerning Measure J funds. The Association said the funds are not being spent prudently and the District has refused to disclose how funds are spent. They requested an investigation into the wrongdoings of the District regarding how funds were spent on solar projects.

Michel Bochow, an ECHS teacher, thanked the Board for the Youth Service Bureau program which benefits students. She referred to the Board resolution on sufficient materials for students and passed out books which are sixteen years old and in poor condition. She urged the Board to not approve the resolution unless the students have the necessary tools to learn. Ms. Bochow also asked that the new Educational Services Director position be put on hold until the students have what they need first. Trustee Lucy asked if the resolution was time sensitive and Dr. Moore replied it was.

Robert Richardson, a resident, commented on all Buri Buri students being released from school at the same time which causes safety concerns. He suggested the release be at staggered times for students. He asked that students be educated to stop/think/cross and recommended a crossing guard for the site.

Mina Richardson, a resident, spoke about a recent City subcommittee topic where selling school property was being discussed. She said the District should never consider selling property as the future need is unknown and it would not help the housing situation in SSF. She supports the Board for not selling property.

M. PRESENTATIONS

1. ADMINISTRATION

a. Strategic Planning

Barbara Young, of Pivot Learning Partners, presented information on the process and development of a District Strategic Plan.

2. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Los Cerritos Elementary School

Principal Kennelyn Celeste shared educational priorities and programs at Los Cerritos Elementary School.

b. Hillside Preschool Program

Dr. Leticia Bhatia provided the following information on the summer 2015 extended school year (ESY) in the Hillside preschool program, which was previously omitted from a presentation. She said students attended successfully and consistently.

- 32 Students attended
- Six week sessions
- Monday through Thursday
- Two classrooms with two sessions per ESY day
 - One teacher per classroom
 - Six paraprofessionals supporting the program
- Related Services
 - Speech Therapy
 - Occupational Therapy
 - Physical Therapy
 - Behavioral Intervention

3. HUMAN RESOURCES

a. Employee Assistance Program (EAP)—OPTUM

Sharon Vishwa, Member Services Manager, with the San Mateo County Schools Insurance Group provided information on the recent implementation of an Employee Assistance Program (EAP) called OPTUM.

- Supports and provides information to employees and family members. An employee is any benefited employee.
- Addressed day-to-day concerns, trauma services.
- Funds were redirected to provide these services to districts.
- Free counseling services, with no cap.

4. BUSINESS SERVICES

a. CBOC 2014-2015 Annual Report

This report was re-agendized for the October 22 Board meeting.

b. USS Cal Builders

USS Cal is the general contractor for all Measure J construction projects. Rudy Sultan, the Northern CA Program Manager at USS Cal Builders Inc., presented information regarding their operations. He also “addressed the allegations” directed at his firm in the District’s recent forensic audit of Measure J projects. Mr. Sultan said the findings misrepresented the work and “were designed to damage the public image of USS Cal Builders and SSFUSD as well as to deceive the public.”

ACTION *(Resolutions)*

1. ADMINISTRATION

a. Resolution No. 15-69 for Hillside Licensing

MOTION # (Lucy/Goodman/) to adopt Resolution #15-69: To certify the approval of the Governing Board to submit the licensing application to the Department of Social Services Community Care Licensing to license Hillside school to operate the Big Lift preschool program. (AYES: Student Trustee Perez, Acosta, Bush, Goodman, Lucy, Ochsenhirt; NOES: None). Motion Carried (Unanimous)

b. Resolution No. 15-70 for Filipino American History Month

Board clerk Goodman read the resolution.

MOTION # (Acosta/Lucy) to adopt Resolution #15-70: Honoring Filipino American History Month. (AYES: Student Trustee Perez, Acosta, Bush, Goodman, Lucy, Ochsenhirt; NOES: None). Motion Carried (Unanimous)

c. Resolution No. 15-71 for National Disability Employment Awareness Month

Board clerk Goodman read the resolution.

MOTION # (Lucy/Goodman) to adopt Resolution #15-71: Honoring National Disability Employment Awareness Month. (AYES: Student Trustee Perez, Acosta, Bush, Goodman, Lucy, Ochsenhirt; NOES: None). Motion Carried (Unanimous)

2. BUSINESS SERVICES

a. Resolution No. 15-72 GANN limits

Mr. Krause referenced information regarding a needs assessment of musical instruments with associated costs for secondary sites.

COMMUNICATIONS (continued)

Ken Crowell, a music teacher at Westborough Middle School, spoke about the poor condition of musical instruments and thanked the Board for offering to fund replacements now and in the future.

Russ Ferreira, Alta Loma Middle School Band Director, thanked the Board for their consideration to spend LCFF funds on the instruments. He said students are ambassadors for the District and many go on to work in the musical profession. He asked the Board to consider funds for a performing arts center in the District.

Dr. Bhatia said this item was brought back due to the discussion on equitable distribution of funds. The amounts are based on the size of the program at each site. Trustee Goodman said it is a question of equitable, not equal, and they need to move ahead with the funding. President Bush said the Board supports musical programs at the sites. The Board directed Cabinet to move forward with the funding.

a. Unaudited Actuals Report

Assistant Superintendent Krause presented the Unaudited Actuals Financial Report including revenues, expenditures and ending balances for the 2014-2015 fiscal year.

General Fund-Revenues

- LCFF sources, Federal revenue, State revenue and Local revenue

Unrestricted	Restricted	Total
\$72,329,244	\$10,986,244	\$83,315,488

General Fund-Expenditures

- Salaries, statutes and benefits, books/supplies, services, capital outlay, other outgo, indirect

Unrestricted	Restricted	Total
\$55,200,381	\$22,913,915	\$78,114,296

Excess (deficiency) of revenues

Unrestricted	Restricted	Total
\$17,128,864	(\$11,927,672)	\$ 5,201,192

Status of Other Funds

- Adult Education Fund 11 = \$1,444,232.30

- Child Development Fund 12 = \$710,000.11
- Child Nutrition Fund 13 = \$1,290,561.84
- Deferred Maintenance Fund 14 = \$4,164,945.39
- Special Reserve Fund 17 = \$1,993,388.32
- Bond Fund 21 = \$40,882,756.43
- Developer Fee Fund 25 = \$815,617.22
- Fund 40 = \$1,486,572.48
- Scholarship Fund 73 = \$467,567.71

b. Playground at Sunshine Gardens Elementary School

Assistant Superintendent Krause reported access, conditions, closeness of neighbors, etc. were assessed concerning the possibility of adding a playground in the back area of the Sunshine Gardens Elementary School. Site staff said they were not comfortable with the addition. There is no room for another access road.

Trustee Goodman said there is no community support and the Board has not heard from them. As the community voice is non-existent, he feels the timing is not right for the playground.

President Bush said this issue was a topic at the last City subcommittee meeting. Mr. Krause will apprise the City of what was discussed at this meeting.

PUBLIC HEARING – Sufficient student textbooks/instructional materials

In accordance with California Education Code Section 60119 and SB 550 to provide an opportunity for members of the public to comment on the sufficiency, appropriation and disbursement of instructional materials throughout the District, the Board meeting was suspended to open a public hearing at 10:10 p.m.

COMMUNICATIONS (continued)

Teacher Karen Stanfill said she received her instructional materials today and was thankful.

The public hearing was closed and the Open Session reconvened at 10:13 p.m.

ACTION (continued)

1. ADMINISTRATION

d. 2nd Reading of District's Updated Board Policies

Trustee Ochsenhirt left the meeting at 10:15 p.m.

BP 3280 was pulled and will be added to the October 12 Board

MOTION # (Acosta/Goodman) to approve the implementation of the YSB high school SSA program, providing 4days per week of service at El Camino High School and South San Francisco High School, and 2 days per week at Baden High School. Motion Carried. (Unanimous)

c. Approval of District's Response to Grand Jury Report on Head Trauma

MOTION # (Acosta/Goodman) to approve the proposed District's response to the Grand Jury report on sports-related traumatic brain injuries, or concussions, and authorizes staff to submit the response to the Grand Jury commission. Motion Carried. (Unanimous)

4. BUSINESS SERVICES

b. Approval of Unaudited Actuals Report

MOTION # (Lucy/Ochsenhirt) to approve and authorize the submittal of the 2014-2015 unaudited actual financial operating results of all District funds, to the San Mateo County Office of Education. Motion Carried. (Unanimous)

c. Denial of Claim

MOTION # (Lucy/Acosta) to approve the denial of a claim and referral to the District's insurance carrier. Motion Carried. (Unanimous)

d. Measure J/Approval of Change Order #3 to the Miracle Playground Systems Agreement

Dr. Moore stated that the additional \$1,000 requested was due to the urgency of installing the playground. The work was performed on the weekend.

MOTION # (Lucy/Ochsenhirt) to approve the change order #3 to the Miracle Playground Systems agreement for a play structure installation at Buri Buri Elementary School. Motion Carried. (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

President Bush added a discussion of Measure J at Martin to the January 14 Board meeting.

Trustee Goodman requested a future agenda items regarding student club fees.

Trustee Acosta asked why the Cafeteria Owes fund for CDS/Baden has a zero balance due and whether all students receive free and reduced meals. Mr. Krause said the site

4. Re-agendize CBOC report for October 22.
5. Mr. Krause to provide information on surplus projectors.
6. Mr. Krause to bring back information on professional series agreements at the October 22 meeting.
7. Dr. Bhatia to provide Board with a copy of parental communication on CAASPP results.
8. Re-agendize dance for PE credit item for October 22 meeting.
9. Add response on District's assessment of Sunshine Gardens playground to the City subcommittee meeting agenda.
10. Mr. Krause to contact the City already to apprise them of discussion at this meeting concerning playground.
11. Add BP 3280 to the October 12 study session agenda.
12. Dr. Spaulding to look into other counseling support for Baden students.
13. Agendize discussion of Measure J at Martin for January 14 meeting.
14. Add discussion on student club fees to future Board meeting.
15. Provide Cafeteria Owes fund options on October 22.
16. Superintendent to update Board on CDS/Baden zero Cafeteria Owes balance.

GOOD AND WELFARE

Vice President Lucy reported that he attended the first session in the Board Masters in Governance (MIG) courses. He also attended several back to school nights, the parent project at SSFHS, and a meeting on the merit system.

Trustee Acosta suggested the District have a "P16 council", a group which represents top decision makers including the Superintendent and Community College Presidents to broaden the curriculum conversation. She asked about first year teacher support. Mrs. Acosta inquired about the status of classroom fans and a sinkhole at ECHS. The City has reached out to both ECHS and SSFHS for summer internships and she would like to include Baden as well.

Trustee Goodman reported he attended the ECHS swap meet which was a great event and needs support. He participated in the parent forum at ECHS regarding field lights where there was much conversation on the positives and challenges. Mr. Goodman recommended Connect15, which is being held on November 5.

Trustee Ochsenhirt said he had attended eleven back to school nights. He is proud of the Junipero Serra ribbon-cutting ceremony. Mr. Ochsenhirt participated in the spring DELAC and has 100% attendance for these meetings.

President Bush reported she also attended the first MIG course with Trustees Lucy and Ochsenhirt. She thanked PTA for their help to the District. She is proud of the Junipero Serra dedication and thanked Dr. Moore and Cabinet for their hard work with the event.

ADJOURNMENT – 11:06 p.m. in memory of:

- Solomon "Solo" Taumoepeau, father of two students in our District, who passed away on Tuesday, September 15 after a long illness. His son is a Monte Verde student and his daughter attends Westborough.

SSFUSD Measure J Bond Program Forensic
Examination Report

USS CAL BUILDERS, INC. Response





Purpose of the presentation

- To address the allegations directed at USS Cal Builders expressed in the District publication titled "Forensic Examination of the Measure J Program of South San Francisco USD"
- The following findings of the report are the most misrepresented, which we believe were designed to damage the public image of USS Cal Builders and SSFUSD as well as to deceive the public

We hope that the clarifications in this presentation will shed light on the truthful picture away from the political motives that seem to be driving this report.



Finding #1:

The report claims that “USS CAL Builders was awarded a contract without a competitive selection”

Facts:

- USS Cal and Project Frog submitted a “Request for Proposal” (RFP”) together as one team
- USS Cal Builders was deeply involved in the RFP with Project Frog with the intent of being the General Contractor before it was ever submitted to SSFUSD, not merely added as an afterthought, as suggested by the auditor.

Exhibits 1a, 1b



From: Rani El-Djoundi
Sent: Monday, November 5, 2012 10:45 AM
To: Marijke Smit
Cc: Rabih ElZein
Subject: Information for the Presentation

Good morning Marijke,

I will be sending a few emails with information for the presentation. The attached is the company brochure, I will send project sheets and pictures next. Let me know if you have any questions.



RANI EL-DJOUNDI, DBIA | Director of Business Development and Design-Build
USS CAL BUILDERS, INC. | License # 654454 | www.usscalbuilders.com

8051 Main Street, Stanton, CA 90680 | T (714) 828-4882 | F (714) 828-9498 | Direct (714) 699-5232



Please consider the environment before printing this e-mail

Confidentiality Notice: This email, including any documents attached to this email, may contain information which is confidential and/or privileged. Therefore, if you are not the intended recipient of this email, any dissemination, copying or action taken in reliance on the contents of this email is strictly prohibited. If you have received this email in error, please delete it and notify the sender immediately. Views expressed in this email are those of the individual sender and are not necessarily those of USS CAL BUILDERS, INC.

From: Marijke Smit [<mailto:smit@projectfrog.com>]
Sent: Monday, November 12, 2012 9:09 AM
To: Rani El-Djoundi
Cc: Rabih ElZein
Subject: SSFUSD TEam

Hi Guys,

First off, congratulations!

Secondly, Swinerton asked us to identify our team in preparation for our meeting tomorrow. Who will be the main contact from USS Cal, and do you already have a sense of the PM and Sup? We're meeting at 11am today to discuss Frog teaming.

Cheers, Marijke

Marijke A. Smit
Vice President, Strategic Partnerships
Project Frog
646.209.7937

Finding #2:

A. Contracts amendments

The report claims that the Board of Trustees awarded Project Frog a contract \$24,500,000 in November 2012

Facts:

- The exhibit B in the report talks about the \$24,500,000.00 allocated budget within the District for the original scope, not the contract
 - The District modified the original scope to include:
 1. a Science Program at Alta Loma, Baden, and El Camino High School
 2. transferred Buri Buri into a full new campus replacement
 3. added 20 classrooms to South San Francisco High School
- Project Frog negotiated the proposal of the revised scope for \$60,573,999.00

Finding #2:

B. The report talks about the excessive contract amendments

Facts:

- The reasons for the contract amendments are the large increases of the scope of work:
 1. Loosing the donated Greenhouse Science Building at Parkway Heights MS and replacing it with a new two story science wing and adding a counseling building at Parkway (\$6,600,000)
 2. Transforming Parkway Heights MS into a full campus replacement by adding 2 two story 12-pack classrooms and an administration building (\$16,000,000)
 3. Renovating the boys and girls locker rooms buildings and the music/dance studios at Parkway (\$1,900,000)
 4. Adding the renovation scope at Martin ES (\$6,550,000)

Finding #3:

A. The report claims that critical aspects of the program including change order negotiations were discussed and decided on in one-on-one meetings

Facts:

- USS Cal Builders was not comfortable with one-on-one meetings but did it per the District's representative request
- The results of the negotiations were highly favorable for the District
- USS Cal Builders was pressured to discount the cost for the extra work with no justifications other than "meet the District's budget or lose some of your projects"
- Numerous Change Order numbers were crossed out or rejected without an explanation

Finding #3:

B. *The report claims that the District lost it's negotiating power over change orders and contract amendments*

Facts:

- Results of negotiations :

Total reduction of requested change order values: **\$2,052,249.85**

Total rejection of requested change order values: **\$1,815,560.73**

Total savings under Lease-Lease Back negotiations (total reduction + Total rejection):
\$3,867,810.58



USS CAL BUILDERS

DESCRIPTION	
Install new water fire line including demolition, grading, excavating at:	
Parkway Heights MS	\$236,559.01
Total Amount \$236,559.01	
Need below:	
☐ Make corrections noted	☐ Resubmit _____ copies for approval
☐ No Exceptions Taken	☐ Submit _____ copies for distribution
☐ Submit Specific Items	☐ Return _____ corrected prints
☐ Rejected/ Reuse and Resubmit	
\$109,000	
Sultan - Senior Project Manager	Received by: <u>[Signature]</u>
Cal Builders's Representative	(Print Name)

DESCRIPTION	
New commercial wet pipe sprinkler system at Burt Burn Inc 1 (2nd fl.)	
Burt Burn	\$415,140.20
Total Amount \$415,140.20	
Need below:	
☐ Make corrections noted	☐ Resubmit _____ copies for approval
☐ No Exceptions Taken	☐ Submit _____ copies for distribution
☐ Submit Specific Items	☐ Return _____ corrected prints
☐ Rejected/ Reuse and Resubmit	
\$315,500	
Sultan - Senior Project Manager	Received by: <u>[Signature]</u>
Cal Builders's Representative	(Print Name)
10/29/2014	(Signature)

DESCRIPTION	
Duratop Graphite Gray Resin Countertops at SSF HS and El Camino HS	
SSF HS	\$97,000.65
El Camino HS	\$98,790.55
Total Amount \$195,800.20	
Need below:	
☐ Make corrections noted	☐ Resubmit _____ copies for approval
☐ No Exceptions Taken	☐ Submit _____ copies for distribution
☐ Submit Specific Items	☐ Return _____ corrected prints
☐ Rejected/ Reuse and Resubmit	
\$140,300	
Sultan - Senior Project Manager	Received by: <u>[Signature]</u>
Cal Builders's Representative	(Print Name)
11/5/2014	(Signature)



Finding #3:

C. The report claims that the District was paying in advance for work that has not been performed yet

Facts:

- This statement is not true and the exhibit shown in the audit report is not accurate either: the work for the 12-pack, that was billed, was not for the actual building construction but for design and office overhead

APPLICATION AND CERTIFICATE FOR PAYMENT CONTINUATION SHEET										
PROJECT TITLE:			Parkway Heights Middle School Project Frog Modernization Project / Phase 3				APPLICATION NO: 17			
DISTRICT'S CONTRACT NO.:			830				APPLICATION DATE FROM: 6/1/2014			
ARCHITECT'S PROJECT NO:							TO: 6/30/2014			
A Item No.	B Description of Work	C Scheduled Value	USS CAL BUILDERS Work Completed			G Total completed and stored to date (D+E+F)	H % G/C	I Balance to Finish (C-G)	J Retainage	
			Previous Application	Work In Place	Stored Materials					
1	Bond & Insurance	\$ 320,000.00	\$ 320,000.00	\$ -		\$ 320,000.00	100%	\$ -	\$ 16,000.00	
2	Mobilization/ Site OH	\$ 780,000.00	\$ 195,000.00	\$ 39,000.00		\$ 234,000.00	30%	\$ 546,000.00	\$ 11,700.00	
3	Schedule updates	\$ 42,550.00	\$ 21,275.00	\$ -		\$ 21,275.00	50%	\$ 21,275.00	\$ 1,063.75	
3	Office OH	\$ 697,309.00	\$ 174,327.25	\$ 34,865.45		\$ 209,192.70	30%	\$ 488,116.30	\$ 10,459.64	
4	Building Fabrication/Procurement	\$ 4,467,818.00	\$ -	\$ -		\$ -	0%	\$ 4,467,818.00	\$ -	
5	Delivery & Installation	\$ 1,132,330.00	\$ -	\$ -		\$ -	0%	\$ 1,132,330.00	\$ -	
6	Soft Cost/building design	\$ 389,000.00	\$ 389,000.00	\$ -		\$ 389,000.00	100%	\$ -	\$ 19,450.00	
7	Laminated Glass/AE	\$ 108,399.00	\$ -	\$ -		\$ -	0%	\$ 108,399.00	\$ -	
8	Demolition	\$ 567,376.00	\$ 141,844.00	\$ 56,737.60		\$ 198,581.60	35%	\$ 368,794.40	\$ 9,929.08	
9	Excavation and Grading	\$ 799,913.00	\$ 159,982.60	\$ 119,986.95		\$ 279,969.55	35%	\$ 519,943.45	\$ 13,998.48	
10	Foundations/Slab	\$ 962,785.00	\$ -	\$ -		\$ -	0%	\$ 962,785.00	\$ -	
12	MEP	\$ 2,765,253.00	\$ -	\$ 276,525.30		\$ 276,525.30	10%	\$ 2,488,727.70	\$ 13,826.27	
13	Finishes	\$ 2,959,767.00	\$ -	\$ -		\$ -	0%	\$ 2,959,767.00	\$ -	
14	Close outs	\$ 7,500.00	\$ -	\$ -		\$ -	0%	\$ 7,500.00	\$ -	
Grand Total		\$ 16,000,000.00	\$ 1,401,428.85	\$ 527,115.30	\$ -	\$ 1,928,544.15	12%	\$ 14,071,455.85	\$ 96,427.21	

Finding #4:

Usage of contingencies

Facts:

- The report fails to mention: total contingencies assigned to the program per the contract was only 3.7% of the total contracts (**\$2,250,000** out of **\$60,573,999**)
- Per Mr. Collins of Swinerton, a **15%** contingency was included, and it translates into **\$9,086,099.90** in contingency funds as stated in Board Meeting Minutes dated 11/08/2012

classrooms have been made in the plan. The design would take place in Phase II and construction in Phase III.

Bob Collins, of Swinerton, confirmed that a 15% contingency was factored in the costs along with a 5% per year increase for materials.

Mr. Hogan told the Board that \$3,000,000 in RDA funds are now included in Phase II to provide better bleachers with the timing of the

- The report fails to mention: the contingencies

are beyond USS Cal Builders contractual obligations

- The change orders were all driven and requested by the District

Finding #5:

The report states that the change orders in excess of 10% were not approved by the Board of Trustees and the District may be out of compliance with Public Contract Code

Facts:

- USS Cal Builders only requested change orders for work beyond its guaranteed maximum contract obligations:
 1. Adding the site utilities/Hardscape/Landscape to all the schools at Phase 1 (**\$588,446.25**)
 2. Modifying standard 1,440 Exploratorium with exterior restroom pod; add 1,440 Exploratorium with Kinder Interior Restroom Pod at Spruce (**\$300,000**)
 3. Misc additional work including finishing other projects work for other contractors, IT scope, Building Management System scope, Shade structure at SSFHS
 4. Providing additional temporary classrooms for SSFHS and Parkway
- By examining the board meeting minutes we noticed that the Board was indeed approving the Extra

Work Change Orders when exce

VIRCO agreement; Item 4k, Measure J/final GMP for Interstate Grading & Paving projects; Item 4l, Measure J/change order #3 to the USS Cal Builders agreement.
Motion Carried (Unanimous)

For items #2b, 2d, 2e, and 2f, Vice President Lucy said if the Board votes to allow

Finding #6:

The report states that some of the pay applications lack the signature of the Architect of Records

Facts:

- This is a SSFUSD internal issue
- The Architect Of Records for the projects (Buildings Architect Only) works under USS Cal/Project Frog
- This requirement was waived by the District's representative since the Prime Contractor, the Inspector of Records and the Owner's representative are certifying the percentage of completion. This was done in an effort to speed up the payment process to be more in line with the aggressive construction schedule
- This requirement was reinstated few months after waiving it twice per the request of the District's representative



Finding #7:

The report states that the General Contractor was being paid in advance in June 2013

Facts:

- June 2013 payment was requested to be submitted ahead of time by the District due to the fiscal year or summer downtime

**ERIC OTHMAN** | Director / Senior Project Manager

From: Eric Othman
Sent: Tuesday, May 28, 2013 2:06 PM
To: Rabi ElZein; Rudy Sultan
Subject: 245

Rudy,

This is the last week (Wednesday is the last day of school) and we need to be 100% ready to hit the project strong as the eyes are all over us.

Please plan it accordingly

Also we need to to project and invoice for June as their request as they will be out for fiscal time

**RUDY SULTAN** | Sr. Project Manager

From: Rudy Sultan
Sent: Wednesday, May 29, 2013 5:55 PM
To: Eric Othman; Allen Othman; Rabi ElZein; Majdi ElSamiri
Subject: J245 Approved Pay App# 5 (June Billing)

Please find approved Pay App# 5 for J245.

Early submittal due to the expected fiscal year end down time.

Thank you

Regards,



Finding #7:

*The report states that the General Contractor was being paid in advance in June 2013
(continued)*

Facts:

- USS Cal builders has been performing extra work and was getting paid for it 6-8 months later on an average, sometimes more than a year
- The contract allows the estimated completion percentage to be exceeded by 10%
shall provide along with each Progress Payment Application an estimate of the amount of the next Progress Payment Application, which may not exceed the estimate by more than ten percent (10%).
- In several cases due to the delay of approval of a large Change Order the District approved a slightly higher percentage on several activities in order to fund ongoing extra work that USS Cal Builders elected to perform prior to final board approval in order to meet the District's schedule. This was done per the request of the District representatives



Finding #7:

The report states that the General Contractor was being paid in advance in June 2013
(continued)

Facts:

- The report fails to mention that at the time of the audit the District was late for more than 90 days on progress payments
- The District has yet to execute the majority of the several times negotiated and performed extra work Change Orders (some of them were performed more than a year ago)

-----Original Message-----

From: Krause, Michael [<mailto:mkrause@ssfusd.org>]

Sent: Wednesday, May 20, 2015 12:35 PM

To: Samad, Seleh "Salom"

Cc: McEvoy, Jacqueline; Bonner, Jeff; Rudy Sultan; Kirk Beckstead

Subject: Re: SSFUSD- Current project under construction issues

Good afternoon:

I am not sure why there seems to be an issue. The District approved the 6.5 million for Buri Buri landscape, hard scape and underground utilities. They were to then schedule all of the subs and at the same time, work on value engineering to reduce to overall costs with the cost estimator and the district. Where is the hold up with this project?

As far as not being able to pay subs, I am concerned that JSS Cal does not have the financial ability for 90 days until payments have been processed by the district. To be clear, in the

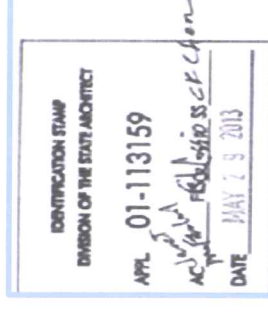


Finding #8:

Contracts award and inclusions/exclusions

Facts:

- Contract was awarded in February 2013, not November 2012
- First approval date for sites drawings by DSA was in April 2013. There was no feasible way that an estimate for site work could be put together or bid on
- All bidders would have the same exclusions. The District was aware of the inclusions and the exclusions of the proposal
- At the time of the bids the District had already several RFPs including LLB on the market that included site work, landscaping, UG and Path of travel
- The District had already employed sites architects (HKIT, QKA and CAW) to generate site design and drawings
- During negotiations of the RFP the 5' limit was highly emphasized by USS Cal and Project Frog's team
- It was never too late for the District to solicit hard bids for this extra scope



PTN# 69070-31

SSFUSD
MEASURE J
CLASSROOM
REPLACEMENT

ALTA LOMA
MIDDLE SCHOOL
SITE WORK
(0640C)

O. SAN FRANCISCO, CALIFORNIA

Incomplete review/bias opinion

- Lack of reviews of other Measure J Bond contracts including Lease-Lease Back
- Failure to conduct interviews with other Measure J contractors
- Hiding the fact that Measure J Program had several hard bids
- Considering Westborough Science project a part of USS Cal's Lease-Lease Back
- Ignoring the delay in filing notice of completion for Westborough Science completed project
- Ignoring delays in retention releases for many completed projects despite more than one year of school occupancy
- Presenting certain personal opinions as facts without verification

The report cannot be called “forensic” if it fails to mention important facts:

Facts:

- Proposals provided by Swinerton in 2012 included 3 full campuses for **\$159M**. USS Cal's LLB provided 2 full campuses + 13 partial campuses + all extra work mentioned above for **\$114 M**
- Late Payments to USS Cal Builders from the District (sometimes for more than 90 days)
- Delays and failure to execute performed and approved COs (often times for more than a year, many still pending)
- Providing Temporary Structures to the District consultants (Swinerton, Parsons) at the expense of USS Cal Builders
- Many COs issued to USS Cal Builders were to complete other contractors work outside of USS Cal/PF projects (SSFHS and El Camino HS) and to perform non bond related scopes of work
- The contractor's contingency was used to fund the District driven Change Orders
- Per the District's request USS Cal Builders agreed to perform work without escrow accounts to hold the retention, the retention to be held with the District. The retention for several projects, completed over a year ago, is still currently being held. USS Cal Builders has already released retention to many subcontractors



Fact:

Using a Lease-lease back delivery method saved the District more than \$9,117,810.58 in USS Cal Builders' contract alone vs other construction delivery methods.

- USS Cal Builders never asked to be compensated for OT work in order to meet the District's desired change in schedule (estimated savings of **\$2,000,000.00**)
- USS Cal Builders never asked for extended overhead cost due to extending periods of projects (estimated savings of **\$600,000.00**)
- USS Cal Builders was the lowest bidder on the hard bid of Westborough Science with more than a **28%** difference
- USS Cal Builders did not ask for compensation for abatement of asbestos of existing portables (no available abatement report at the time of the RFP) (estimated savings of **\$400,000.00**)
- USS Cal Builders did not ask for its 10% share of any cost savings as per Contract (estimated savings of **\$50,000.00**)
- USS Cal Builders did not ask for price escalation due to delay in starting of several projects (Sunshine Garden, Los Cerritos, Martin, Parkway) (estimated savings of **\$2,200,000.00**)
- If the District had selected hard bids delivery methods for all Measure J projects the deficit of the Measure J bond would have been \$20M plus the cost of advertising, job walks, addenda and design

The residents of South San Francisco have the right to be presented with a truly transparent and independent audit report for Measure J Bond.

We trust that the school District will correct the published report or issue a clarifying document instead of adopting the current deceiving one.

Thank you.





2014-2015

Unaudited Actuals Financial Report

September 24, 2015

Michael Krause, Assistant Superintendent
Business Services



Presentation Overview

- ▶ General Fund Summary
- ▶ Status of Other Funds

General Fund-Revenues

	Unrestricted	Restricted	Total
LCFF Sources	\$ 69,050,710.06 \$	5,297,079.38 \$	74,347,789.44
Federal Revenue	\$ - \$	2,900,757.68 \$	2,900,757.68
State Revenue	\$ 2,210,881.83 \$	1,241,405.63 \$	3,452,287.46
Local Revenue	\$ 1,067,652.71 \$	1,547,000.97 \$	2,614,653.68
Total Revenue	\$ 72,329,244.60 \$	10,986,243.66 \$	83,315,488.26

General Fund-Expenditures

	Unrestricted	Restricted	Total
Certificated Salaries	\$ 30,100,919.89	\$ 6,419,261.98	\$ 36,520,181.87
Classified Salaries	\$ 8,377,952.56	\$ 3,233,341.33	\$ 11,611,293.89
Statutories and Benefits	\$ 10,797,130.43	\$ 2,847,020.11	\$ 13,644,150.54
Books/Supplies	\$ 1,855,921.94	\$ 1,066,692.88	\$ 2,922,614.82
Services	\$ 4,800,828.16	\$ 2,192,150.55	\$ 6,992,978.71
Capital Outlay	\$ 6,220.00	\$ 2,943,273.21	\$ 2,949,493.21
Other Outgo	\$ 175,856.30	\$ 3,511,074.15	\$ 3,686,930.45
Indirect	\$ (914,448.50)	\$ 701,101.17	\$ (213,347.33)
Total Expenditures	\$ 55,200,380.78	\$ 22,913,915.38	\$ 78,114,296.16
Excess(Deficiency) of Revenues	\$ 17,128,863.82	\$ (11,927,671.72)	\$ 5,201,192.10



Status of Other Funds

- ▶ Adult Education Fund 11 = \$1,444,232.30
- ▶ Child Development Fund 12 = \$710,000.11
- ▶ Child Nutrition Fund 13 = \$1,290,561.84
- ▶ Deferred Maintenance Fund 14 = \$4,164,945.39
- ▶ Special Reserve Fund 17 = \$1,993,388.32
- ▶ Bond Fund 21 = \$40,882,756.43
- ▶ Developer Fee Fund 25 = \$815,617.22
- ▶ Fund 40 = \$1,486,572.48
- ▶ Scholarship Fund 73 = \$467,567.71



Thank you!

- ▶ Thank you to all staff who worked on the Unaudited Actuals!

▶ Questions? Comments?

BDX110
 AUG 2015 CASH RECEIPTS REPORT
 40 South San Francisco Unified SD

SAN MATEO COUNTY OFFICE OF EDUCATION
 BUDGET SUMMARY REPORT
 08/01/2015 TO 08/31/2015

#J717 09/15/2015
 PAGE 13

Fund: 21 BUILDING FUND

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE %	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE
8660 INTEREST	275,000.00	0.00	92,746.03 33.7	0.00	182,253.97 66.2
TOTAL: 8000	275,000.00	0.00	92,746.03 33.7	0.00	182,253.97 66.2

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Michael Krause, Assistant Superintendent – Business Services

DATE: September 24, 2015

RE: Denial of Claim

BACKGROUND:

A Buri Buri Elementary School neighbor alleges that a planter box and driveway & sidewalk concrete were damaged due to vibrations caused by the constant use of a steam roller during construction of the new school.

FISCAL IMPLICATIONS:

A claim has been submitted in the amount of \$7,000 to remove & replace the driveway and sidewalk and to repair cracked bricks.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees deny this claim in its entirety and refer it to the District's insurance carrier.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Memorandum

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

THRU: Michael Krause, Assistant Superintendent – Business Services

DATE: September 24, 2015

RE: Approval of Miracle Playground Systems Change Order #3

BACKGROUND:

At the October 25, 2012 Board of Trustees' meeting, the Board unanimously approved a contract with Miracle Play Systems for the playground structures at the District's Elementary Schools. Change Order No. 1 was approved by the Board on April 25, 2013 in the amount of \$16,100.00. Change Order No. 2 was approved due to unforeseen conditions beyond the scope of work at Ponderosa Elementary School and vandalism at Los Cerritos Elementary School.

Overtime was approved for weekend work as discussed at a bond team meeting to expedite one play structure installation at Buri Buri in order for the playground to be opened up on time. The general contractor hired a sub to pour concrete and the work was not scheduled on time so the playground manufacture had to wait until the concrete cured in order to finish installation. Change Order No. 3 covers those costs for the weekend work by Miracle Play Systems to complete the installation.

Miracle Playsystems	Date	Total
Original Agreement	October 26, 2012	\$1,844,204.00
Change Order No. 1	April 25, 2013	\$ 16,100.00
Change Order No. 2	November 7, 2013	\$ 5,823.88
Change Order No. 3	September 24, 2015	\$ 1,090.00
ADJUSTED TOTAL:		\$1,867,217.88



CHANGE ORDER NO. 3

9/24/2015

TO: (Contractor)

MIRACLE PLAYSYSTEMS, INC.
P.O. BOX 263
ALAMO, CA 94507

PROJECT: **PLAYGROUND EQUIPMENT**
SOUTH SAN FRANCISCO UNIFIED
SCHOOL DISTRICT
398 B STREET
SOUTH SAN FRANCISCO, CA 94080

CHANGE ORDER 3

CONTRACT DATE:
OCTOBER 26, 2012

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THIS CONTRACT PER THE CORRESPONDING COST PROPOSALS NOTED.

Buri Buri Elementary School – approved overtime

Labor and Materials.....\$ 1,090.00

TOTAL AMOUNT OF CHANGE ORDER NO. 3.....\$ 1,090.00

THIS CHANGE ORDER IS NOT VALID UNTIL SIGNED BY BOTH THE OWNER AND ARCHITECT. SIGNATURE OF THE CONTRACTOR INDICATES AGREEMENT HEREWITH, INCLUDING ANY ADJUSTMENT IN THE CONTRACT SUM OR CONTRACT TIME.

Original Contract Sum	\$1,844,204.00
Net Change by Previously approved Change Orders	\$ 21,923.88
Contract Sum Prior to this Change Order was	\$1,866,127.88
Contract Sum will be INCREASED by this Change Order	\$ 1,090.00
Contract Sum, including this and all previously approved Change Orders will be	\$1,867,217.88

The Contract Time will be **UNCHANGED**.

REVIEWED
ARCHITECT
N/A

ACCEPTED
KIT STEVEN
MIRACLE PLAYSYSTEMS, INC.
P.O. BOX 263
ALAMO, CA 94507

AUTHORIZED
MICHAEL KRAUSE
SOUTH SAN FRANCISCO UNIFIED
SCHOOL DISTRICT
398 B STREET
SOUTH SAN FRANCISCO, CA 94080

BY_____

BY_____

BY_____

TITLE_____

TITLE_____

TITLE Asst. Supt - Business Svcs.

DATE_____

DATE_____

DATE_____

September 24, 2015

Page 266
Action