

San Juan Unified School District

Facilities Committee



- | | | |
|--|---|--|
| <input type="checkbox"/> Frank Cockrell | <input type="checkbox"/> Joshua Alvarado | <input type="checkbox"/> Michael Roach |
| <input type="checkbox"/> Steve Ward | <input type="checkbox"/> Zachary Morton | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Saul Hernandez | <input type="checkbox"/> Paul Roy | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Jodi Mulligan-Pfile | <input type="checkbox"/> Griff Ryan-Roberts | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Melinda Avey | <input type="checkbox"/> Ryan Luttrell | |

We commit to:

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

AGENDA

Tuesday, April 7, 2026

District Office Conference Room A - 6:30 p.m.

- | | |
|--|--------------------|
| I. CALL TO ORDER – 6:30 p.m. | (Cockrell) |
| II. VISITOR COMMENTS* | (Cockrell) |
| III. BUSINESS ITEMS | |
| 1. Approval of the Minutes – March 3, 2026 - A
<i>(Materials provided: pages 2-3)</i> | (Cockrell) |
| 2. Board Member Update - R | (B. Avey) |
| 3. Technology Services Department Update -R
<i>(Materials provided: pages 4-11)</i> | (Skibitzki) |
| 4. Facilities Committee Board Report Preparation -R/D
<i>(Materials provided: pages 12-30)</i> | (Cockrell) |
| IV. ADJOURNMENT – 8:00 p.m. | (Cockrell) |

A = Action; R = Report; D = Discussion

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San Juan Unified School District

Facilities Committee



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MINUTES

Tuesday, March 3, 2026
District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

The meeting was called to order by Mr. Ward at 6:35 p.m.

(Ward)

II. VISITOR COMMENTS*

There were none.

(Ward)

III. BUSINESS ITEMS

1. Approval of the Minutes – February 3, 2026 - A

(Materials provided: pages 2-3)

It was moved by Mr. Morton to approve the meeting minutes. The motion was seconded by Ms. Avey.
Vote: Approved, with Mr. Luttrell abstaining.

(Ward)

2. Board Member Update - R

Mr. Avey reported that the Board of Education recently approved school site safety plans, which are available on each school site's individual webpage. He noted that these are comprehensive plans and encouraged committee members to review them. Mr. Avey also introduced the newest committee member, Ryan Luttrell. Mr. Luttrell shared information about his background and his reasons for joining the Facilities Committee.

(B. Avey)

3. 2026 Developer Fee Justification Study – R

(Materials provided: pages 4-45)

Mr. Camarda opened the item and introduced Mr. Ken Reynolds of School Works Inc. The district has retained School Works Inc. to conduct and prepare the study, which is completed every two years. The purpose of the study is to document whether a reasonable relationship exists between residential, commercial, and industrial development and the need for new and/or modernized school facilities within the San Juan Unified School District.

(School Works Inc.)

The State Allocation Board approved a 4.06% increase to the maximum Level 1 Developer Fees on January 28, 2026, and the district intends to implement the new fees if approved.

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Mr. Reynolds reviewed the study with the committee, provided a history of developer fees within the district, and explained how the new fee amounts are determined. He noted that the primary funding drivers are enrollment and building age.

Mr. Luttrell asked whether the district could increase fees without conducting the study.

Mr. Reynolds responded that it could, with Board approval, but the increase would not be based on the most recent or relevant data.

Mr. Hernandez asked whether the district always requests the maximum fee amount allowed.

Mr. Camarda replied that since 2012, the district has consistently requested the maximum approval rate.

Committee members made additional comments, which were addressed by staff and Mr. Reynolds

4. 2026 Developer Fee Presentation – R/D

(Camarda)

(Materials provided: pages 46-51)

Mr. Camarda presented the item, noting that this is the same PowerPoint presentation that will be presented to the Board of Education on April 14, 2026. He reviewed key points of interest, including the State Allocation Board's biennial review, the purpose of developer fees, and the rationale behind the study and its implementation.

Following discussion, it was moved by Mr. Hernandez that the district accept the State Allocation Board's recommendation to impose the maximum allowable fee amounts. The motion was seconded by Ms. Avey. Vote: Unanimous.

IV. ADJOURNMENT – 8:00 p.m.

(Ward)

There being no further business or discussion, the meeting was adjourned by Mr. Ward at 7:35 p.m.

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San Juan Unified
SCHOOL DISTRICT

Technology Services

San Juan Unified School District
Facilities Committee Technology Update
April 7, 2026

Peter Skibitzki
Sr. Director

1

1

How Does Technology Services Get it Done

5 Teams

- ▶ Networking and Telecommunications Support
- ▶ Student Information Support
- ▶ Desktop Support
- ▶ Business Systems Support
- ▶ Special Projects



2

2

Networking and Telecommunications

- ▶ Day to Day
 - ▶ 4,009 tickets; 252 surveys; 97% positive surveys
 - ▶ Support San Juan Unified's network, applications, and telephones
- ▶ Current Projects
 - ▶ Deploy Multi-Factor Authentication (MFA) to all high school students
 - ▶ Migrate departments from W:/ Drive to Teams
 - ▶ Document tagging for document retention policy
 - ▶ Migrate Virtual Machine (VM) storage from VMWare to Hewlett Packard Enterprise (HPE) VM Essentials
- ▶ Future Projects
 - ▶ Email Retention Policy
 - ▶ Deployment to DocuWare for all departments
 - ▶ Install 488 Intermediate Distribution Frame (IDF) switches for high and middle schools

3



Joe Nogosek
Program Manager – Networking and Telecommunications

3

Student Information Systems

- ▶ Day to Day
 - ▶ 6,704 tickets; 521 surveys; 96% positive surveys
 - ▶ 2,446 phone calls; 98% answer rate
 - ▶ Support stakeholders with Aequitas (Q) support
 - ▶ Provide data for multiple teams
- ▶ Current Projects
 - ▶ Attendance Recovery Initiative – recouping over \$1.2 million for the district in Average Daily Attendance (ADA)
 - ▶ California College Guidance Initiative
 - ▶ Q and School Pathways Integrations
- ▶ Future and Annual Projects
 - ▶ Clever Application Setup and Configuration
 - ▶ Setting tracks in Q
 - ▶ Enrollment
 - ▶ CalPads support and reporting

4



Laura Kenobbie
Program Manager – Student Information Systems

4

Desktop Support

- ▶ Day to Day
 - ▶ 16,605 tickets; 1,818 surveys; 98% positive surveys
 - ▶ 5,892 calls; 90% answer rate
 - ▶ Supporting stakeholders with hardware support
- ▶ Current Projects
 - ▶ 2025-2026 Computer Replacement Program (CRP) – 725 devices
 - ▶ Event coverage – district sites and special events – 105 events currently; additional events scheduled
 - ▶ Device configuration and technical support for E-Sports programs
 - ▶ Site remodel support
- ▶ Future Projects
 - ▶ 2026 Smooth Start
 - ▶ 2026-2027 CRPs – projecting 675 devices plus additional unscheduled deployments



5
Esteban Ramirez
Program Manager – Desktop Support

5

Business System Support

- ▶ Day to Day
 - ▶ 3,000 tickets; 192 surveys; 99% positive surveys
 - ▶ Support internal stakeholders: Benefits, Business, Fiscal, Human Resources (HR), Payroll, and Sub-Finder Information Systems
 - ▶ Supported Applications: Frontline Enterprise Resource Planning (ERP); Absence Management, Central, Employee Self-Service (ESS), and Recruiting and Hiring
- ▶ Current Projects
 - ▶ Print, sort, and seal 2025 W2s, 1099s, and 1095-cs
 - ▶ Plan and implement the California State Teachers' Retirement System (CalSTRS) new file format reporting
 - ▶ Time and Attendance setup and roll-out per HR timeline
 - ▶ Implement new permissions in ERP for student body access to existing accounts



6
Dave Kong
Coordinator – Business Systems Support

6

Special Projects



- ▶ System of Professional Growth
- ▶ Timecards
- ▶ District Case Management System
- ▶ Non-Staff Management Information System
- ▶ Field-Trip Request System workflow enhancement

7



Jeff Pham
Applications Architect

7

Interactive Panels

- ▶ Classroom friendly
- ▶ Easy to use



8

8

Pocket Talk Translators



- ▶ Easy to use
- ▶ Effective communication
- ▶ Cost-effective
- ▶ Possible cost savings

9

E-Rate Projects

Cost before E-Rate

- ▶ San Juan Unified switch replacement request for proposal (RFP) (2025-2026): **\$1,749,793.20**
- ▶ Wireless project (2026-2027): **\$764,459.63**
- ▶ Core switches and HUB project (2026-2027): **\$214,024.21**

True Costs to San Juan Unified

- ▶ San Juan Unified switch replacement RFP (2025-2026): **\$349,958**
- ▶ Wireless project (2026-2027): **\$152,899.13**
- ▶ Core switches and HUB project (2026-2027): **\$127,199.61**



10

Security

Malware Threats Blocked	Phish Threats Blocked	Business Email Compromise Threats Blocked
Last Quarter		
7,551	21,229	2,778

- ▶ Quarterly spear-phishing campaigns
- ▶ Cyber security awareness training
- ▶ 24/7 security operations center services
- ▶ Incident response plan
- ▶ Disaster recovery and business continuity planning

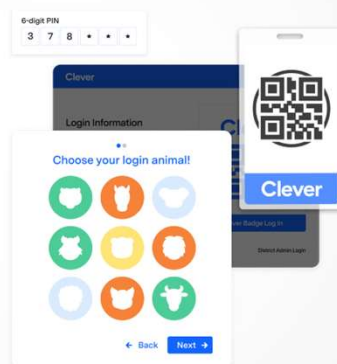


11

11

Multi-Factor Authentication

- ▶ One of the very few districts in the nation who have implemented
- ▶ Spear-phishing campaigns are now targeting students
- ▶ Deployed to all high schools
- ▶ Next steps: deploying to middle schools



12

12

Video Conference Transition



13

13

Chromebook Refresh Plan

Fiscal Year	G6 Units	G7 Units	G8 / X360 Units	Total Units
2026-2027	1,000	0	2,700	3,700
2027-2028	0	0	3,700	3,700
2028-2029	0	1,000	2,700	3,700
2029-2030	0	0	3,600	3,600
2030-2031	0	0	3,300	3,300

- ▶ San Juan Unified has set aside \$7.5 million
- ▶ Volume discount and bundled pricing help reduce effective per-unit costs
- ▶ Supporting the Instructional Technology Plan
- ▶ Coordinated planning and scheduling
- ▶ Device preparation and distribution
- ▶ Retired device management
- ▶ Stakeholder communication and oversight

Cognizant that Chromebook pricing will change due to current product availability

14

14











San Juan Unified

SCHOOL DISTRICT

Facilities Committee Meeting Schedule 2025-2026

1. Tuesday, September 2, 2025 - 6:30 p.m. 
2. Tuesday, October 7, 2025 – 6:30 p.m. 
3. Tuesday, November 4, 2025 – 6:30 p.m. 
4. ~~Tuesday, December 2, 2025 – 6:30 p.m.~~ Cancelled
5. Tuesday, January 6, 2026 – 6:30 p.m. 
6. Tuesday, February 3, 2026 – 6:30 p.m. 
7. Tuesday, March 3, 2026 - 6:30 p.m. 
8. Tuesday, April 7, 2026 - 6:30 p.m.
9. Tuesday, May 5, 2026 – 6:30 p.m.
10. Tuesday, June 2, 2026 - 6:30 p.m.



San Juan Unified School District Facilities Committee

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AGENDA

**Tuesday, September 2, 2025
District Office Board Room - 6:30 p.m.**

I. CALL TO ORDER – 6:30 p.m.

II. VISITOR COMMENTS*

III. BUSINESS ITEMS

1. Organizational Meeting

(Cockrell)

i. Annual Meeting Schedule – A

(Material provided: page 2)

ii. Committee Chair Election - A

iii. Committee Assistant Chair Election – A

iv. Annual Facilities Committee Bylaws Review – R – Trent Allen, APR, Chief of Staff

(Materials provided: pages 3 -8)

v. Annual Brown Act Training – R – Fhanysha Clark Gaddis, J.D., MPP, General Counsel

(Materials provided: pages 9 -24)

2. Approval of the Minutes – May 6, 2025 - A

(Materials provided: pages 25 - 26)

(Chair)

3. Staff Report – R

(Camarda)

4. Future Agenda Items – D

(Camarda)

IV. ADJOURNMENT – 8:00 p.m.

(Chair)

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MINUTES

Tuesday, September 2, 2025
District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

The meeting was called to order by Mr. Cockrell at 6:34 p.m.

II. VISITOR COMMENTS*

There were no visitor comments.

III. BUSINESS ITEMS

1. Organizational Meeting

(Cockrell)

i. Annual Meeting Schedule – A

(Material provided: page 2)

The annual meeting schedule was approved unanimously.

ii. Committee Chair Election - A

Ms. Avey nominated Mr. Cockrell. This was seconded by Ms. Cooper. The vote passed unanimously for Mr. Cockrell to be committee chair for 2025-26.

iii. Committee Assistant Chair Election – A

Ms. Cooper nominated Mr. Ward. This was seconded by Mr. Morton. The vote passed unanimously for Mr. Ward to be assistant committee chair for 2025-26.

iv. Annual Facilities Committee Bylaws Review – R – Trent Allen, APR, Chief of Staff

(Materials provided: pages 3 -8)

Mr. Allen, Chief of Staff, gave the committee the annual committee bylaws review.

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v. Annual Brown Act Training – R – Fhanysha Clark Gaddis, J.D., MPP, General Counsel

(Materials provided: pages 9 -24)

Ms. Clark Gaddis, General Counsel, presented the committee with the annual Brown Act Training and review. Committee members asked questions and made comments, which staff addressed.

2. Approval of the Minutes – May 6, 2025 - A

(Chair)

(Materials provided: pages 25 - 26)

It was moved by Mr. Alvarado; seconded by Ms. Avey. The vote passed unanimously with one abstention by Mr. Hernandez.

3. Staff Report – R

(Camarda)

Mr. Camarda reported that the opening of school went smoothly. Sites were ready with curb appeal, Nutrition Services were ready to serve meals, and Technology Services worked diligently to make sure technical needs of staff and students were well supported. Fencing projects are going up throughout the district, and an update will be shared with the committee soon. Mr. Camarda also shared information about the District's goals for the year to improve academic achievement.

4. Future Agenda Items – D

(Camarda)

Mr. Camarda discussed future agenda items for the committee this year. Topics include enrollment projections, facility use policies, developer fees justification study, deferred maintenance plan, security funding, camera systems, bond projects and planning, amongst others. Department updates will be shared as well.

IV. ADJOURNMENT – 8:00 p.m.

(Chair)

There being no further business or discussion, the meeting was adjourned by Mr. Cockrell at 7:48 p.m.

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I. CALL TO ORDER – 6:30 p.m.

II. VISITOR COMMENTS*

III. BUSINESS ITEMS

- | | |
|---|--------------------------------------|
| 1. Approval of the Minutes – September 2, 2025 - A
<i>(Materials provided: pages 2-3)</i> | (Cockrell) |
| 2. Nutrition Services Freezer Project - R
<i>(Materials provided: pages 4-53)</i> | (Nair, Arps, Arch Nexus, ICS) |
| 3. Fencing Projects 2026-2027 - R
<i>(Material provided: pages 54 -57)</i> | (Arps, Allen, Jones, ICS) |
| 4. Safety Systems Pilot - R
<i>(Materials provided: pages 58-62)</i> | (Allen, Jones, KMM, ICU) |

IV. ADJOURNMENT – 8:00 p.m.

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MINUTES

Tuesday, October 7, 2025
District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

The meeting was called to order by Mr. Cockrell at 6:36 p.m.

II. VISITOR COMMENTS*

Barbara Dugal made comments regarding district audits, insurance certifications, and the Rio Americano High School stadium project.

III. BUSINESS ITEMS

1. Approval of the Minutes – September 2, 2025 - A

(Cockrell)

(Materials provided: pages 2-3)

So moved by Mr. Morton; seconded by Mr. Roy. The vote passed unanimously.

2. Nutrition Services Freezer Project - R

(Nair, Arps, Arch Nexus, ICS)

(Materials provided: pages 4-47)

The topic was introduced by Ms. Nair, Director of Nutrition Services. She explained that the current freezer is nearly 30 years old and has developed moisture issues. A new freezer will be more energy-efficient and will improve employee safety.

Ms. Nair introduced Curtis Dedrick, Architect Associate at Arch Nexus, and Meredith Collins, CFO of Innovative Construction Services, Inc. Mr. Dedrick and Ms. Collins explained that the existing freezer has exceeded its useful life. They reviewed the project's budget, ADA upgrades, dry storage areas, coolers, office buildings, and other proposed improvements. The project is expected to have a nine-month timeline.

3. Fencing Projects 2026-2027 - R

(Arps, Allen, Jones, ICS)

(Material provided: pages 48 -51)

Mr. Arps, Director of Construction, Facilities, and Modernization, and Mr. Mike Jones, Director of Safe Schools, introduced the topic. Mr. Jones, who joined the Facilities Committee nearly two years ago, shared the team's progress to date and outlined plans for future fencing projects.

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Mr. Arps discussed lessons learned and how the district can improve efficiency in future fencing efforts. Ms. Collins spoke about site scope walks, while Mr. Jones emphasized that each site has unique needs regarding asset security and protection. He also reiterated that the primary focus is school safety. School communities have adapted and improved visitor compliance—for example, visitors are now required to check in at the office before entering the campus.

Committee members provided comments and asked questions, which staff addressed

4. Safety Systems Pilot - R

(Allen, Jones, KMM, ICU)

(Materials provided: pages 52-57)

Mr. Trent Allen, Chief of Staff, introduced the topic and explained that the team will be seeking input from the committee to help shape the pilot program. He emphasized the importance of understanding each site's specific needs. Common themes identified through outreach include preserving school culture and ensuring accessibility. Mr. Allen also discussed camera systems, noting that no cameras will be placed in classrooms.

The team from ICU Technologies, Inc. introduced a potential weapons detection system designed for use at large high school events. The system is non-invasive, portable, and easy to deploy. It operates by generating overlapping magnetic fields, which are disrupted by metal objects. The system is trained to ignore common items such as cell phones and keys. ICU Technologies also presented additional safety features, including impact-resistant glass, wearable alert systems, and the "X Shield" wall-mounted tablet, which can be used to signal alarms.

The pilot program will initially be implemented at approximately four schools to allow the Safe Schools team to gather feedback and conduct training before considering districtwide deployment. The pilot program is expected to be for one year.

Committee members provided feedback and asked questions which staff addressed. The team was asked to come back and report results.

IV. ADJOURNMENT – 8:00 p.m.

There being no further business or discussion, the meeting was adjourned by Mr. Cockrell at 8:40 p.m.

A = Action; R = Report; D = Discussion

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San Juan Unified School District Facilities Committee

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| <input type="checkbox"/> Jodi Mulligan-Pfile | <input type="checkbox"/> Paul Roy | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Melinda Avey | <input type="checkbox"/> Omid Shirzad | |

We commit to:

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| ➤ <i>Working together through the committee chair</i> | ➤ <i>Abide by Brown Act concept and principles</i> |
| ➤ <i>Recognizing the committee's role as a recommending body</i> | ➤ <i>Members being polite, respectful, and supportive of others' time and opinions</i> |
| ➤ <i>Being responsive to the direction of the Board as a whole</i> | |

AGENDA

Tuesday, November 4, 2025
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 – October 7, 2025 - A
<i>(Materials provided: pages 2-3)</i> | (Cockrell) |
| 2. Scoping Kick-Off: Rio Americano Stadium Project – R/D
<i>(Materials provided: pages 4-7)</i> | (AECOM) |
| 3. Deferred Maintenance Update - R
<i>(Material provided: pages 8-16)</i> | (Bross) |

IV. ADJOURNMENT – 8:00 p.m.

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San Juan Unified School District Facilities Committee

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| ➤ <i>Being responsive to the direction of the Board as a whole</i> | |

MINUTES

**Tuesday, November 4, 2025
District Office Board Room - 6:30 p.m.**

I. CALL TO ORDER – 6:30 p.m.

The meeting was called to order at 6:34 p.m. by Mr. Cockrell.

II. VISITOR COMMENTS*

Darlene Vaira expressed concerns regarding the Rio Americano High School cell tower project and temporary stadium lighting.

Lisa Phenix commented on the neighborhood notification process for the Rio Americano High School cell tower project.

Barbara Dugal expressed concerns regarding project scoping, parking, and noise related to the Rio Americano High School stadium and cell tower projects.

1. Approval of the Minutes – October 7, 2025 - A

(Cockrell)

(Materials provided: pages 2-3)

As so moved by Ms. Avey; seconded by Mr. Morton. The minutes were approved with two abstentions (Hernandez and Alvarado).

2. Scoping Kick-Off: Rio Americano Stadium Project – R/D

(AECOM)

(Materials provided: pages 4-7)

The item was presented by Mr. Matthew Gerken, Associate Vice President of AECOM. Mr. Gerken recapped the community outreach done thus far. On October 13, 2025, the district held a community meeting to solicit input on the project. Community members could visit three different stations depending on their concerns: athletics, the environmental impact report (EIR), or facilities. There will be ongoing opportunities for the community to share feedback.

Mr. Gerken then went over the purpose and steps of the environmental impact report, from concept design and public input to the public hearing and release of the final EIR. Written responses to all comments will be provided prior to the release of the final EIR. The scope of the environmental review includes air quality, wildlife and vegetation, archaeological resources, light and glare, environmental noise, transportation hazards, and travel demand.

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Mr. Gerken reported that the typical EIR process only allows for two phases of input. Here, the district is providing the community with additional opportunities to weigh in. The project deserves more than the minimum due to the level of interest.

Committee members gave input, made comments, and asked questions which staff and Mr. Gerken addressed.

3. Deferred Maintenance Update - R

(Bross)

(Material provided: pages 8-16)

Mr. Bross, Director of Maintenance and Operations introduced himself to the committee. This deferred maintenance update is intended to help the committee understand how maintenance is funded. Mr. Bross went over the funding sources, types of maintenance done, planning and prioritizing projects, and assessment tools used. Mr. Bross also shared a list of projects he has planned for the 2025-26, 2026-27 and 2027-28 school years.

Committee members asked questions and made comments, which staff addressed.

IV. ADJOURNMENT – 8:00 p.m.

There being no further business or discussion, the meeting was adjourned by Mr. Cockrell at 7:53 p.m.

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San Juan Unified School District

Facilities Committee



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AGENDA

Tuesday, January 6, 2026
District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m. (Cockrell)

II. VISITOR COMMENTS* (Cockrell)

III. BUSINESS ITEMS

1. Approval of the Minutes – November 4, 2025 - A (Cockrell)
(Materials provided: pages 2-3)

2. Board Member Update - R (B. Avey)

3. Facility Master Planning – R/D (Arps/JKAE/VM3)

4. Laurel Ruff Transitional School Design Program – R/D (ICS/JKAE)

5. Future Agenda Items - D (Cockrell/Camarda)

- Sylvan MS Design Program
- Ralph Richardson Design Program
- Developer Fee Justification Study

IV. ADJOURNMENT – 8:00 p.m. (Cockrell)

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San Juan Unified School District

Facilities Committee



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MINUTES

Tuesday, January 6, 2026
 District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

(Cockrell)

The meeting was called to order by Mr. Cockrell at 6:38 p.m.

II. VISITOR COMMENTS*

(Cockrell)

There were no visitor comments.

III. BUSINESS ITEMS

1. Approval of the Minutes – November 4, 2025 - A

(Cockrell)

(Materials provided: pages 2-3)

Motion to approve the minutes was made by Mr. Morton and seconded by Mr. Alvarado. The minutes were approved unanimously.

2. Board Member Update - R

(B. Avey)

Mr. Avey was unable to attend the meeting. No report was given.

3. Facility Master Planning – R/D

(Arps/JKAE/VM3)

The item was introduced by Mr. Arps, Director of Facilities, Construction, and Modernization. Mr. Arps explained the process and purpose of the Facility Master Plan (FMP) dashboard, using Laurel Ruff Transitional School as an example. He demonstrated how the scoring matrix and related algorithms generate a final score for each school site. The FMP can also display individual site needs, including budget considerations, roofing, HVAC, deficiencies, and other infrastructure factors.

Mr. Camarda added that the FMP serves multiple functions, including scoring rubrics, prioritization, state matching funds, enrollment, capacity analysis, and more. He described how his team reviews all building assessments and develops budgets based on infrastructure needs, with soft costs added afterward. Mr. Camarda explained that the FMP does not necessarily prioritize Laurel Ruff Transitional School and the Ralph Richardson Center, as they are specialty sites. He noted that he and his team would like to begin with these Special Education centers to address their significant needs. Although enrollment may be smaller than at other sites, their facility needs are substantial.

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4. Laurel Ruff Transitional School Design Program – R/D

(ICS/JKAE)

The item was introduced by Derek Lebreque, Partner at JKAE, and Meredith Collins, CFO of ICS. Ms. Collins shared the project’s program and design schedules to date. She noted that the design team is scheduled to meet with the District’s Maintenance and Operations team next week to better understand campus issues from an end-user perspective. By the end of March 2026, the team anticipates having a finalized program schedule.

Mr. Lebreque reported that the site does not have a traditional summer break, as the campus remains in use year-round. This will present additional design and construction challenges compared to a standard school site with a summer recess.

Andrew Todd, Architect at JKAE, added that the site demonstrates significant facility needs. The design team will conduct an in-depth assessment to better understand the school’s requirements. Mr. Todd referenced staff surveys, staff meetings, and his participation in the “Day in the Life at Laurel Ruff” visit on December 18, 2025. He described the experience as impactful, noting the dedication of the students and staff and their excitement for the proposed improvements. Mr. Todd also shared a virtual tour of the campus, highlighting various rooms and areas.

Ms. Dayle Cantrall, Program Administrator for Special Education at Laurel Ruff, spoke about the campus, her students, and daily student activities. She expressed enthusiasm for the project, noting that it will also serve as a learning experience for students. Ms. Cantrall shared her confidence in the project team’s ability to maintain student safety during construction while creating an engaging learning opportunity. One of her primary goals for the project is improving the student drop-off area to make it safer and more functional.

Committee members provided comments and asked questions which staff addressed.

5. Future Agenda Items - D

(Cockrell/Camarda)

- Sylvan MS Design Program
- Ralph Richardson Design Program
- Developer Fee Justification Study

Mr. Camarda reviewed potential agenda items for upcoming meetings and noted that the Ralph Richardson Center team will be invited to a future meeting to present an overview of the upcoming project. Several committee members expressed interest in site tours. Mr. Camarda advised members to contact him or his assistant to arrange tours.

IV. ADJOURNMENT – 8:00 p.m.

(Cockrell)

There being no further business or discussion, Mr. Cockrell adjourned the meeting at 8:01 p.m.

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San Juan Unified School District

Facilities Committee



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AGENDA

Tuesday, February 3, 2026
 District Office Board Room - 6:30 p.m.

- | | |
|---|----------------------------|
| I. CALL TO ORDER – 6:30 p.m. | (Cockrell) |
| II. VISITOR COMMENTS* | (Cockrell) |
| III. BUSINESS ITEMS | |
| 1. Approval of the Minutes – January 6, 2026 - A
<i>(Materials provided: pages 2-3)</i> | (Cockrell) |
| 2. Board Member Update - R | (B. Avey) |
| 3. Sylvan Middle School Design Program – R/D
<i>(Materials provided: pages 3-7)</i> | (DLR Group/6D PMCM) |
| 4. Ralph Richardson Center Design Program – R/D | (19six/Capital PM) |
| IV. ADJOURNMENT – 8:00 p.m. | (Cockrell) |

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San Juan Unified School District

Facilities Committee



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MINUTES

Tuesday, February 3, 2026
 District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m. (Cockrell)

The meeting was called to order by Mr. Cockrell by 6:31 p.m.

II. VISITOR COMMENTS* (Cockrell)

There were no public comments.

III. BUSINESS ITEMS

1. Approval of the Minutes – January 6, 2026 - A (Cockrell)

(Materials provided: pages 2-3)

It was moved by Ms. Mulligan-Pfile and seconded by Ms. Avey to approve the minutes. The motion passed, with Mr. Hernandez abstaining.

2. Board Member Update - R (B. Avey)

Mr. Avey expressed his appreciation for the committee members' time and emphasized the importance of having opinions and being actively engaged. He stated that he looks forward to continued committee discussions.

3. Sylvan Middle School Design Program – R/D (DLR Group/6D PMCM)

(Materials provided: pages 3-7)

The item was introduced by Mr. Arps, Director of Facilities, Construction, and Modernization. Mr. Arps explained the history of the site and its current needs. Traffic and parking have become top priorities, as well as creating a gym for the middle school. Currently, the site only has a multipurpose room.

Jeremy Kosack, Project Manager with DLR Group, introduced the DLR team for the project. Chris McGiff-Brown, Senior K–12 Design Leader, explained the predesign process using the Facilities Master Plan, existing conditions, scope, budget, programming, and site topography. Mr. McGiff-Brown also discussed stakeholder engagement conducted to date and requested committee recommendations on additional groups to involve. Committee members suggested parent groups, students, the City of Citrus Heights, and local parks and recreation agencies. Mr. McGiff-Brown also identified potential project constraints, including fire lane access, parking lot access from the street, transformer locations, and elevation changes.

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Mr. Camarda reported that this item will return to the committee as the project progresses, to review cost-effective design programming and budget development. He expressed the importance of the committee seeing how thorough this process is.

Committee members provided comments and asked questions which staff addressed.

4. Ralph Richardson Center Design Program – R/D

(19six/Capital PM)

The item was introduced by Mr. Arps, who then introduced Christie Waldron, Program Administrator for the Ralph Richardson Center, along with the design team from 19six Architects and Capital PM. Ms. Mariana Alvarez-Parga, Principal Architect and Vice President of 19six Architects, introduced herself and presented the project goals, timelines, and understanding of the scope.

Sharon Thomas, Vice President of Capital PM, introduced herself and described Capital PM's role in supporting architects and district staff to ensure the project remains on schedule. She noted that she appreciates being involved early in the process, as it supports project planning. She added that due to the complexity of programs on this site, logistics will be challenging but manageable.

Ms. Waldron provided information about the Ralph Richardson Center, noting that it serves medically fragile students ranging in age from three to 22 years old. She shared the center's significant need for additional charging stations for medical equipment, a redesigned drop-off area, and a larger adaptive P.E. room. Ms. Alvarez-Parga shared the current site utilization map and presented intended improvements, along with a tentative project schedule. She showed photos from her recent site visit highlighting several needs, including improvements to the bus unloading area, larger medical-grade spaces, additional storage for medical devices, a larger adaptive P.E. room, and expanded/restroom capacity.

Ms. Mulligan-Pfile asked whether there are comparable school sites.

Ms. Alvarez-Parga responded that she is not aware of any sites identical to Ralph Richardson and noted that the team is learning a great deal through the process.

Mr. Alvarado asked about grants or other funding sources, expressing concern about making cuts to needs that all appear essential.

Mr. Camarda stated that he is not aware of federal programs that would support the project but emphasized the desire to implement as many needed modifications as possible. He noted the uniqueness of the program and said he would consult with the district's grant writer.

IV. ADJOURNMENT – 8:00 p.m.

(Cockrell)

There being no further business or discussion, the meeting was adjourned by Mr. Cockrell at 8:05 p.m.

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San Juan Unified School District Facilities Committee



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AGENDA

Tuesday, March 3, 2026
District Office Board Room - 6:30 p.m.

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|--|----------------------------|
| I. CALL TO ORDER – 6:30 p.m. | (Ward) |
| II. VISITOR COMMENTS* | (Ward) |
| III. BUSINESS ITEMS | |
| 1. Approval of the Minutes – February 3, 2026 - A
<i>(Materials provided: pages 2-3)</i> | (Ward) |
| 2. Board Member Update - R | (B. Avey) |
| 3. 2026 Developer Fee Justification Study – R
<i>(Materials provided: pages 4-45)</i> | (School Works Inc.) |
| 4. 2026 Developer Fee Presentation – R/D
<i>(Materials provided: pages 46-51)</i> | (Camarda) |
| IV. ADJOURNMENT – 8:00 p.m. | (Ward) |

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San Juan Unified School District

Facilities Committee



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

MINUTES

Tuesday, March 3, 2026
District Office Board Room - 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

The meeting was called to order by Mr. Ward at 6:35 p.m.

(Ward)

II. VISITOR COMMENTS*

There were none.

(Ward)

III. BUSINESS ITEMS

1. Approval of the Minutes – February 3, 2026 - A

(Materials provided: pages 2-3)

It was moved by Mr. Morton to approve the meeting minutes. The motion was seconded by Ms. Avey.
Vote: Approved, with Mr. Luttrell abstaining.

(Ward)

2. Board Member Update - R

Mr. Avey reported that the Board of Education recently approved school site safety plans, which are available on each school site's individual webpage. He noted that these are comprehensive plans and encouraged committee members to review them. Mr. Avey also introduced the newest committee member, Ryan Luttrell. Mr. Luttrell shared information about his background and his reasons for joining the Facilities Committee.

(B. Avey)

3. 2026 Developer Fee Justification Study – R

(Materials provided: pages 4-45)

Mr. Camarda opened the item and introduced Mr. Ken Reynolds of School Works Inc. The district has retained School Works Inc. to conduct and prepare the study, which is completed every two years. The purpose of the study is to document whether a reasonable relationship exists between residential, commercial, and industrial development and the need for new and/or modernized school facilities within the San Juan Unified School District.

(School Works Inc.)

The State Allocation Board approved a 4.06% increase to the maximum Level 1 Developer Fees on January 28, 2026, and the district intends to implement the new fees if approved.

A = Action; R = Report; D = Discussion

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Mr. Reynolds reviewed the study with the committee, provided a history of developer fees within the district, and explained how the new fee amounts are determined. He noted that the primary funding drivers are enrollment and building age.

Mr. Luttrell asked whether the district could increase fees without conducting the study.

Mr. Reynolds responded that it could, with Board approval, but the increase would not be based on the most recent or relevant data.

Mr. Hernandez asked whether the district always requests the maximum fee amount allowed.

Mr. Camarda replied that since 2012, the district has consistently requested the maximum approval rate.

Committee members made additional comments, which were addressed by staff and Mr. Reynolds

4. 2026 Developer Fee Presentation – R/D

(Camarda)

(Materials provided: pages 46-51)

Mr. Camarda presented the item, noting that this is the same PowerPoint presentation that will be presented to the Board of Education on April 14, 2026. He reviewed key points of interest, including the State Allocation Board's biennial review, the purpose of developer fees, and the rationale behind the study and its implementation.

Following discussion, it was moved by Mr. Hernandez that the district accept the State Allocation Board's recommendation to impose the maximum allowable fee amounts. The motion was seconded by Ms. Avey. Vote: Unanimous.

IV. ADJOURNMENT – 8:00 p.m.

(Ward)

There being no further business or discussion, the meeting was adjourned by Mr. Ward at 7:35 p.m.

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Facilities Committee Attendance Summary 2025-2026

Committee Members (Initials: board members)	09-02-2025	10-07-2025	11-04-2025	12-02-2025	01-06-2026	02-03-2026	03-03-2026	04-07-2026	05-05-2026	06-02-2026
Melinda Avey (PC)	✓	✓	✓	C A N C E L E D	✓	✓	✓			
Steve Ward (NB)**	✓	✓	✓		✓	✓	✓			
Saul Hernandez (NB)	✓		✓		✓	✓	✓			
Frank Cockrell (ZC)*	✓	✓	✓		✓	✓				
Jodi Mulligan-Pfile (ZC)	✓	✓	✓		✓	✓	✓			
Zachary Morton (BA)	✓	✓	✓		✓	✓	✓			
Paul Roy (TK)	✓	✓			✓		✓			
Josh Alvarado (TK)	✓		✓		✓	✓				
Griff Ryan-Roberts (MP)						✓	✓			
Ryan Luttrell (BA)							✓			
Michael Roach (PC)										
<i>Vacant (MP)</i>										
<i>Vacant (AS)</i>										
<i>Vacant (AS)</i>										

Board of Education / Appointees (Term Expires)

Pam Costa (12/28)
 Nick Bloise (12/28)
 Abid Stanekzai (12/28)
 Zima Creason (12/26)
 Ben Avey (12/26)
 Manny Perez (12/26)
 Tanya Kravchuk (12/26)

Michael Roach (07/27)
 Steve Ward (07/26)**
 Vacant
 Frank Cockrell (07/26)*
 Zachary Morton (07/26)
 Griff Ryan-Roberts (07/27)
 Paul Roy (07/26)

Melinda Avey (07/26)
 Saul Hernandez (07/27)
 Vacant -
 Jodi Mulligan-Pfile (07/27)
 Ryan Luttrell (07/27)
 Vacant -
 Josh Alvarado (07/27)

*Chair

**Assistant Chair

cb 4/1/2026 3:09:16 PM

**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2025-2026**

J
03/24/2026

MARCH 26 (special meeting)

California School Boards Association Workshop: Board Self-Evaluation Results – D Board

APRIL 14

Recognition: School Bus Driver Appreciation Day (April 28) – A Thigpen
 Instructional Materials Adoptions – D Dale
 Strategic Plan Update – R Allen
 Technology Update – R Skibitzki
 Developer Fees Justification Study – A Camarda
 Proposed Board Meeting Dates for 2026-2027 – A Board

APRIL 28

Recognition: National Nurses Week (May 6-12) and National School Nurse Day (May 6) – A Oaxaca
 Recognition: California Day of the Teacher (May 13) – A Thigpen
 San Juan Youth Voice Advocates – R Oaxaca
 Instructional Technology – R Dale
 Williams Complaint Report – R Gaddis
 *Instructional Materials Adoptions – A [Discussed 04/14/26] Dale

MAY 12

Recognition: Classified School Employee Week (May 17-23) – A Thigpen
 Recognition: National Speech Pathologist Day (May 18) – A Dale
 Literacy Update – R Dale
 Citrus Heights Schools Update – R Townsend-Snider
 Hearing Officer’s Recommendation-2026 Reduction in Force (if applicable) – A Gaddis
 *Adult Education Course Approval – A Schnepf
 *Approval of CTE 2026 Advisory Committee Roster – A Schnepf
 *Head Start/Early Head Start COLA Funding Allocation 2026-2027 – A Townsend-Snider
 *Head Start/Early Head Start SETA Grant Resolution 2026-2027 – A Townsend-Snider

MAY 26

Recognition: National Science Bowl (if applicable) – A Schnepf
 Recognition: Science Olympiad (if applicable) – A Schnepf
 Recognition: Academic Decathlon (if applicable) – A Schnepf
 District TK-12 Mathematics Update – R Dale
 Restorative Practices/Student Discipline – R Oaxaca
 Public Hearing: SELPA Local Plan Annual Update – A Dale
 Public Hearing No. 2: Sunshine Charter School Petition – A [PH/Discussed 03/24/26] Oaxaca
 *Facility Lease Amendments – A Camarda

JUNE 9

Public Hearing: LCAP – D Oaxaca
 Public Hearing: LCAP/Choices Charter School – D Oaxaca
 Cell Phone Update – D Allen
 Public Hearing: Adoption of the 2026-2027 Budget – D Ryan
 Temporary Interfund Borrowing of Cash – A Ryan
 *Audit Reports for Measures J, N, P and S – A Ryan
 *CIF Superintendent Designation of Representatives 2026-2027 – A Schnepf
 *ECE Program Self-Evaluation for CDE – A Townsend-Snider

JUNE 16 (special meeting)

Special Closed Session/California School Boards Association Workshop: Superintendent Goals 2026-27 – D Board

JUNE 23

California School Dashboard Local Indicators – R	Oaxaca
LCAP – A [Public Hearing 06/09/26]	Oaxaca
Choices Charter School California School Dashboard Local Indicators – R	Oaxaca
LCAP Choices Charter School – A [Public Hearing 06/09/26]	Oaxaca
Adoption of the 2026-2027 Budget – A [Public Hearing 06/09/26]	Ryan
Board Bylaw 9250 Subcommittee Formation & Appointment – A	Gaddis
*2025-2026 Actuarial Report OPEB – A	Ryan
*Charter School 2024-2025 Audit Reports (AAT, CMP, GIS, GV, OFY, VIE) – A	Ryan
*School Plan for Student Achievement (SPSA) – A	Oaxaca

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