



San Juan Unified School District Facilities Committee

☐ Frank Cockrell
☐ Steve Ward
☐ Saul Hernandez
☐ Jodi Mulligan-Pfile
☐ Melinda Avey

☐ Joshua Alvarado
☐ Zachary Morton
☐ Paul Roy
☐ Griff Ryan-Roberts
☐ Ryan Luttrell

☐ Michael Roach
☐ Vacant
☐ Vacant
☐ Vacant

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, September 1, 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. Organizational Meeting (Cockrell)

- i. **Annual Meeting Schedule – A**
(Materials 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: page 3-9)
- v. **Annual Brown Act Training – R – Fhanysha Clark Gaddis, J.D., MPP, General Counsel**
(Materials provided: page 10-29)

2. LCAP Listening Session – D (Dellinger/Tachiera)
(Materials provided: page 30-32)

3. Approval of the Minutes – June 2, 2026 - A
(Materials provided: page 33-35)

4. Board Member Report – R (B. Avey)

IV. ADJOURNMENT – 8:00 p.m. (Chair)

A = Action; R = Report; D = Discussion

* Public comments are welcome at Facilities Committee meetings. Each agenda allows time for visitor comments at the beginning of the meeting, as well as during consideration of specific agenda items. To give everyone a chance to be heard, we ask that you limit your comments to two minutes. To speak to the Committee, you must fill out a "Request to Address the Facilities Committee" card, which is available at each meeting. This card will be given to the Chair. You will be called at the appropriate time.

San Juan Unified School District
Facilities Committee
2026-2027 Meeting Dates

- 1. Tuesday, September 1, 2026 – 6:30 p.m.**
- 2. Tuesday, October 6, 2026 – 6:30 p.m.**
- 3. Tuesday, November 3, 2026 – 6:30 p.m.**
- 4. Tuesday, December 1, 2026 – 6:30 p.m.**
- 5. Tuesday, January 5, 2027 – 6:30 p.m.**
- 6. Tuesday, February 2, 2027 – 6:30 p.m.**
- 7. Tuesday, March 2, 2027 - 6:30 p.m.**
- 8. Tuesday, April 6, 2027 – 6:30 p.m.**
- 9. Tuesday, May 4, 2027 – 6:30 p.m.**
- 10. Tuesday, June 1, 2027 - 6:30 p.m.**





Facilities Committee

Bylaws

Sept. 1, 2026

1

1

Charge

- Consult & provide advice to the board and superintendent in areas such as:
 - Allocation of resources to ensure adequate, safe and maintained school facilities
 - Facility proposals requiring a large expenditure or that may be controversial
 - Effective use of facilities due to enrollment or boundary changes

2

2

Meetings

- Schedule of meetings is set during the organizational meeting
- Additional meetings can be called if needed and properly noticed
- Must follow district policies and the Ralph M. Brown Act

3

3

Roles

- Staff Liaison: A resource to help guide the committee by gathering information, ensure agendas are posted and minutes are taken. All committee requests are addressed to the staff liaison.
- Board Liaison: Provides updates on current happenings of interest to the committee and helps provide clarification of board interest(s).
- Chairperson: Presides at meetings, works with the staff liaison to develop agendas and prepares the annual report.
- Vice Chairperson: Assumes duties in the chair's absence.

4

4

Member Composition & Terms

- Two appointees per member of the board of education
- Two year terms subject to reappointment up to three consecutive terms (six years)
- Terms begin in August and end in July each year
- Board members may change their appointees

5

5

Agendas

- Mirror the format for board meetings and other committees to the degree appropriate
- Include times for visitor comments
- Agenda item requests are considered by the chair and staff liaison
- Agendas must be posted at least 72 hours prior to the meeting
- Topics not on the agenda cannot be discussed by the committee

6

6

Annual Report

- Compares committee activities with its charge and function
- Outlines work in progress, unforeseen issues and provides a summary of input and feedback collected
- Can be delivered in a written format or a scheduled presentation
- Concise - no more than 2 pages of content
- Can be supplemented with additional written reports throughout the year

7

7

"The people do not yield their sovereignty to the agencies serving them."

— The Brown Act, 1953

The Cornerstone of Public Governance

In 2004, voters approved Proposition 59, establishing a constitutional right for the public to access information concerning the people's business. The Brown Act, enacted in 1953, reinforces this by stating that the people do not yield their sovereignty to the agencies serving them.

When delegating authority, the public does not give public servants the right to decide what is good for the people to know. Transparency ensures citizens remain informed to retain control over the instruments they have created.

Be sure to watch the full Brown Act Training at
www.sanjuan.edu/brownact

8

8

Advisory Committees under Open Meeting Laws

The Brown Act Jurisdiction & Exceptions

01 GOVERNED BY THE BROWN ACT

Formally Created Advisory Groups

Committees are strictly governed if created by charter, ordinance, resolution, or formal action of a legislative body (such as a school board).

Standing Committees

Standing committees with continuing subject matter jurisdiction or a fixed meeting schedule are **always subject** to the Act, regardless of membership composition.

9

9

Gatherings and Prohibited Serial Discussions

Brown Act Compliance & Committee Communications

Physical Meeting

A **meeting** is defined as any congregation of a majority of committee members at the same time and place.

This applies whenever members gather to hear, discuss, deliberate, or take action on committee business.

Serial Discussions

The Brown Act strictly prohibits **serial meetings** to develop a collective concurrence outside open sessions.

Members may not use chain communications or hub-and-spoke models via intermediaries to discuss committee business.

Prohibited Tech

The serial meeting prohibition fully extends to modern **digital communications**.

Members are forbidden from using emails, text messages, or social media reactions to deliberate on business outside of meetings.

10

10

Strictly Mandated Timeline Requirements

01

72 Hours

Agendas for regular meetings must be posted physically and on the website homepage.

03

Meeting Day

Committees cannot discuss or take action on any items not appearing on the posted agenda.



24 Hours

Special meetings require a 24-hour advance notice to the public.

02

Public Voice

The public has the right to attend and directly address committees without registration or conditions.

04

11

11

Legal Violations & Remedies

Strict compliance with the Brown Act is critical to protect institutional integrity.

Violations of open meeting rules can result in committee decisions and actions being nullified or voided.

If a violation occurs, the public can demand a "cure or correct" action, which must be acted upon within 30 days.

In cases of intentional misconduct, courts can enforce legal remedies that may include fines, legal fees, or even criminal penalties for the involved officials.

01

Action Nullified

02

Public 'Cure/Correct' Demand

03

30-Day Response Mandate

04

Fines & Criminal Penalties

12

12



Facilities Committee Bylaws

Questions?

August 27, 2026



Legal Services

Melissa Bassanelli
Superintendent of Schools

Fhanysha Clark Gaddis,
J.D., MPP
General Counsel

Dear Committee Members:

This letter is to provide clarification regarding the recorded presentation and the presentation materials included in your meeting packet.

The presentation was recorded using an earlier version of the slide deck. Since the recording, Legal Services has revised the slides to reflect the most current legal citations and statutory references. The materials included in your packet are the current version and should be relied upon rather than the slides displayed in the recorded presentation.

The substantive information discussed in the recording remains accurate. The changes to the slides primarily involve legal citations that have been renumbered, reorganized, or otherwise moved since the presentation was recorded. As legal nerds, we simply had to make sure the materials provided to the Committee reflected the most current legal citations.

Accordingly, as you view the recorded presentation, please follow along with and rely upon the current slide deck included in your packet, rather than the slides appearing on screen in the recording.

If you have any questions regarding the updated materials, legal citations, or the information presented, please feel free to contact Legal Services.

Sincerely,

[Fhanysha Gaddis \(Aug 27, 2026 11:17:17 PDT\)](#)

Fhanysha Gaddis
General Counsel

ADDRESS

3738 Walnut Avenue
Carmichael, CA 95608

PHONE

(916) 971-7110

WEBSITE

www.sanjuan.edu

Committee Letter 08.27.26

Final Audit Report

2026-08-27

Created:	2026-08-27
By:	Maija Young (maiya.young@sanjuan.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAArob_uKleF_JxLbIFYwtLoZTsF0Xs6OTv

"Committee Letter 08.27.26" History

-  Document created by Maija Young (maiya.young@sanjuan.edu)
2026-08-27 - 6:10:06 PM GMT
-  Document emailed to Fhanysha Gaddis (fhanysha.gaddis@sanjuan.edu) for signature
2026-08-27 - 6:10:19 PM GMT
-  Email viewed by Fhanysha Gaddis (fhanysha.gaddis@sanjuan.edu)
2026-08-27 - 6:10:28 PM GMT
-  Document e-signed by Fhanysha Gaddis (fhanysha.gaddis@sanjuan.edu)
Signature Date: 2026-08-27 - 6:17:17 PM GMT - Time Source: server - Signature Appearance Selected: DRAW
-  Agreement completed.
2026-08-27 - 6:17:17 PM GMT

UNDERSTANDING THE BROWN ACT

Presented to the
Facilities Committee

Fhanysha Gaddis
General Counsel - San Juan Unified
School District

1

Agenda

- Telephone.
- What is the intent/purpose of the Brown Act?
- Who is subject to the Brown Act?
- What does the Brown Act require legislative bodies to do?
- How is the Board of Education impacted by Brown Act?
- How board members can use social media in accordance with Brown Act?
- Handling Disruptive Behavior, Interruption and Threats.
- Consequences of Brown Act Violations.

2

2

Telephone

Person A – Person B
Person B – Person C
Person C – Person D
Person D – Person E
Person E – Person F
Person F – Person G



3

3

Intent And Purpose Of The Brown Act

- Definition.
- Who is Ralph M. Brown?
- CA Constitution (codified).
- Right of the People.

4

4

Intent of the Brown Act

- To keep the public informed of the actions, debates, and views of locally elected representatives.
- To provide the procedural framework for local legislators to meet, debate, act, and listen collectively to their constituents.
- Found in Government Code sections 54950 through 54963.
- The intent is to ensure:
 - deliberations and actions of a local agency legislative body are **open and public**,
 - meaningful **public access to local government decisions**, and
 - the public is **fully informed** and able to participate in decisions involving the public agency. (Government Code section 54950)

5

5

Open and Public



Ralph M. Brown 1959

Photo courtesy: The Modesto Bee

"The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know."
California Government Code §54950

6

6

Open Meetings – California Constitution

"The people have the right of access to information concerning the conduct of the people's business, and, therefore the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny. A statute, court rule, or other authority . . . shall be broadly construed if it furthers the people's right of access, and narrowly construed if it limits the right of access."

California Constitution, Article 1, section 3

7

7

Rights of the Public

- Right to be notified of items on agenda.
- Right to attend without identifying oneself.
- Right to record the meeting.
- Right to speak before or during consideration of an item.
- Right to see board materials.
- Right to say anything, even if unrelated to agency business.



8

8

Who Is Subject To The Brown Act?

- Legislative bodies
 - Legislative bodies/local government, **including anyone who has been elected but has not yet assumed office.**
- Committees (roles/conduct)
 - Committees and subordinate bodies (created by formal action of the Board of Education).
 - Note: ad hoc committees are **not** subject to the Brown Act

9

9

What Does The Brown Act Require Legislative Bodies To Do?

Create a T.E.A.M for Public Participation:

T: Transparency – Conduct all meetings openly and publicly to provide full access to the decision-making process.

E: Engage the Public – Facilitate public participation by allowing attendance and input on agenda items, ensuring inclusivity.

A: Agenda Compliance – Post and distribute agendas in advance, listing all topics for discussion or action.

M: Meet Properly – Prevent serial or private meetings among a majority of members, and maintain order during meetings to comply with legal requirements.

10

10

Board Of Education Roles And Conduct

- Board members have collective, not individual authority.
- No individual board member has authority other than as conferred by a majority of the Board.
- Committee bylaws
- Subject to the Brown Act
 - Note: LCAP Parent Advisory Committee is subject to the Greene Act

11

11

What Does The Brown Act Require The Facilities Committee To Do?

- Meetings must be held on a regular schedule,
- Meetings be conducted in public,
- Meetings be conducted with an agenda available in advance of the meeting,
- Meeting agendas must be posted on the District's website and made available upon request in appropriate alternative formats to persons with disabilities.
- All persons must be permitted to attend and participate in meetings, **and**
- Actions and deliberations must be taken openly, in public.
- All newly elected or appointed officials receive a copy of Government Code section 54950-54963.

12

12

How Is The Board Of Education Impacted By Brown Act?

- Meeting requirements
 - During and post-pandemic
 - Serial meetings
- Agenda

13

13

What Constitutes A Meeting?

- Any congregation of a majority of the members of the legislative body at the same time and place (including teleconference locations) to hear, discuss or deliberate on any matters within its jurisdiction.
- There need not be action taken or planned, for a “meeting” to occur. (Government Code section 54952.2)

What this means: A majority may not consult outside an agency-convened meeting.

Note: Here, a majority is four out of seven board members (including self)

14

14

Meetings – Location, Logistics

- All meetings must be open and public.
- Meeting place must be accessible to public—nondiscriminatory, accessible to disabled, no payment or purchase required.
- Meeting place must be within agency boundaries, with limited exceptions:
 - To comply with court order or attend a judicial proceeding;
 - To inspect real or personal property which cannot be brought within bounds of agency;
 - To meet with state or federal elected or appointed officials, when a local meeting impractical;
 - To participate in meetings of multi-agency significance.

15

15

What Is Not A Meeting?

The definition of meeting excludes:

- Appearance of a Committee majority at a general conference open to the public involving a discussion of broad issues and attended by a broad spectrum of officials from a variety of governmental agencies.
- Attendance at open and publicized meetings, organized to address a topic of local concern by a person or organization other than the local agency.
- Individual contacts and conversations.
- Social or ceremonial occasions.
- Attendance by a majority at open and noticed meetings of another body of the same local agency or any other agency.
- If a quorum (a simple majority) doesn't appear, there is no meeting under the Brown Act, and no action can be taken.

For these exclusions to apply, committee members shall not discuss topics within the subject matter of the Committee "other than as part of the scheduled program."

16

16

Is This An Improper Meeting?

Example 1:

The Board of Education approves a Facilities Committee composed of three trustees to review options for a new elementary school site. Two trustees email back and forth about preferred locations and begin to form a consensus, then forward their exchange to the third trustee, who adds comments.



17

17

Is This An Improper Meeting?

Example 2:

The same Facilities Committee attends a statewide conference on school construction financing. While all three trustees are present at the same conference session, they do not discuss district business or deliberate about their committee's work among themselves.



18

18

Is This An Improper Meeting?

Example 3:

All members of a Board-approved Budget Advisory Committee are invited to a community holiday party. While at the event, three of the five members (a majority) happen to sit together and begin casually discussing district budget priorities for the coming year.



19

19

Is This An Improper Meeting?

Example 4:

The Board approves the establishment of a Curriculum Committee, consisting of three trustees. The Superintendent arranges an informational tour of the classrooms for the three trustees, during which staff present on the curriculum adoption processes. The trustees ask clarifying questions, but they do not deliberate among themselves or express opinions to each other.



20

20

Remote Meetings

Three Options

1. Traditional teleconference requirements
2. State of Emergency pursuant to Government Code section 54953
3. New – General remote meeting option permits a legislative body to conduct a teleconference meeting when:
 - At least a quorum participates in person from one location;
 - That location is identified on the agenda;
 - The location is open to the public;
 - It is within jurisdiction of San Juan Unified; and
 - The other statutory requirements are satisfied.

21

21

Traditional Teleconference Requirements

- The teleconference location must be **open and accessible to the public**.
- The agenda shall **identify** all locations, including the teleconference location(s).
- The **agenda must be posted at all locations**, including the teleconference location(s) at the proper time before the meeting.
 - The agenda should indicate how/if the meeting will proceed if technical problems prevent teleconferencing.
- The agenda shall provide for **public comment at all locations**, including the teleconference location.
- A majority of the board must be **within the boundaries of the District**, even if participating by teleconference.
- All votes during a **teleconference meeting shall be by roll call**.
- Public comment may be required if the item under consideration has changed substantially since the committee meeting, or **a quorum of the committee did not participate from a singular physical location**.

22

22

Remote Meetings (State of Emergency) Government Code Section 54953.8.2

When a state of emergency is in effect, local agencies may hold fully remote (teleconferenced) meetings without adhering to Brown Act's traditional teleconference requirements. Specifically, they do not need to post agendas at every remote location or ensure each is publicly accessible. This flexibility applies if either state or local officials have imposed or recommended social distancing measures, or if the body determines by majority vote that in-person meetings pose imminent risks to health or safety. Importantly, the agency must regularly renew this authority — typically every 45 days under today's rules — confirming that emergency conditions persist.

The board can use this mechanism when:

1. It is a meeting to determine whether the emergency creates an imminent health/safety risk from meeting in person; or
2. The board has made that determination and continues using teleconferencing.

23

23

Brown Act Teleconferencing Framework: Current Standards & 2026 Reforms Continued

Senate Bill 707 — Brown Act Modernization

- Signed into law: October 3, 2025 (Governor Gavin Newsom), Effective January 1, 2026
- Effective impact: Major revisions to the Ralph M. Brown Act (Gov. Code § 54950 et seq.)
- Purpose:
 - Modernize open-meeting laws
 - Expand transparency, accessibility and public participation
 - Account for technological changes/advances and remote engagement

Core Brown Act Principles (Unchanged)

- Legislative body meetings must be open and public
- Members may not take action or deliberate outside authorized meetings

SB 707 updates *how* these principles are implemented—not the principles themselves

24

24

Major Areas of Reform Under Senate Bill 707

Major Areas of Reform Under Senate Bill 707

Social Media & Brown Act Distribution

Removes the Assembly Bill 992 sunset for social media use.

Officials may engage with the public on social media, but may not engage with each other on agency business.

Requires mandatory distribution of the Brown Act to all elected and appointed legislative body members.

Teleconferencing Modernization

Reorganizes teleconferencing provisions into new Government Code sections 54953.8–54953.8.7.

Moves emergency and health-authority teleconferencing into standalone sections.

Expands and clarifies eligibility and procedural requirements across body types.

25

25

Major Areas of Reform Under Senate Bill (SB) 707 Continued

Major Areas of Reform Under Senate Bill 707

Applies to “eligible legislative bodies” (larger cities, counties, and special districts)

Requires:

- Public remote access to meetings.

- One-hour recess if remote access fails.

- Translation of agendas and participation instructions where 20%+ of the population has limited English proficiency.

- Multilingual, accessible webpages and interpreter assistance.

- Outreach to underrepresented communities.

- Electronic posting of meeting materials.

- Adoption of a public disruption policy.

Public Participation & Meeting Procedures

Expands the public’s right to record meetings using any modern device.

Narrows public comment exemptions for items previously heard by committees.

Expands 24-hour posting requirements for special meetings to all legislative bodies.

Prohibits special meetings on salary or compensation for executives or legislative bodies.

Authorizes removal of disruptive participants, including those participating via two-way audiovisual or telephonic platforms.

26

26

Brown Act: Meeting Revisited

A meeting can occur no matter how inadvertent or informal the congregation of a majority of the board.

A majority of board members shall not, outside a meeting:

- use a series of communications of any kind,
- directly or through intermediaries,
- to hear,
- discuss, or
- deliberate business that is within the subject matter jurisdiction of the committee.

27

27

Brown Act: Serial Meetings

Serial meetings

- “[A] serial meeting is a series of communications, each of which involves less than a quorum of the legislative body, but which taken as a whole involves a majority of the body’s members.” (Attorney General’s Brown Act Handbook)
- A majority of the members of a legislative body shall not, outside a meeting authorized by this chapter, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body. (Government Code section 54952.2)
 - Includes communications through telephone, electronic mail, facsimile, internet, communication through an intermediary
- Common Serial Meeting Scenarios
 - Email/text messages in which a majority of board members is copied
 - Consecutive conversations through an intermediary to poll the board
 - Telephone conference calls involving a majority of the board
 - Zoom/Teams and blogs

28

28



29

29

Committee Meeting Agenda

Agenda Items

- A meeting opening.
- A statement triggering roll call and ensure the board has a quorum present at the meeting.
- For regular meetings, an opportunity for the public to address the Facilities Committee on matters within its jurisdiction which are not on the agenda.
- Descriptions of all items to be discussed.
- An opportunity for public to address Facilities Committee prior to, or during, consideration of any agenda item.
- A statement of adjournment.

Non-Agenda Items

- No action or discussion shall be undertaken on any item not appearing on the posted agenda.
- Without taking action, board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda.
- May ask a question for clarification.
- Board members may make a brief announcement, or brief report on own activities.

30

30

How Committee Members Can Use Social Media in Accordance with Brown Act

Social Media Prohibitions

A board member shall not respond directly (including 'sharing' or 'liking') to any communication regarding a matter that is within the subject matter jurisdiction of the legislative body that is made, posted, or shared by any other member.

Majority may not use social media to discuss among themselves business of a specific nature that is within the subject matter of the Board of Education. "Discuss among themselves" means communications made, posted, or shared on an internet-based social media platform between members of a legislative body, including comments or use of digital icons that express reactions to communications made by other members of the legislative body. (Government Code section 54952.2)

Includes communications made, posted, or shared between members of the board, including comments or use of digital icons that express reaction to communications made by other members of the board (e.g., emoji, like, etc.).

What is allowed on Social Media (that is open and accessible to the public):

- Answering questions
- Providing information
- Soliciting information from the public

31

31

Social Media Takeaways:

Committee members may use internet-based social media platforms open and accessible to the public to engage in separate conversations or communications to:

- Answer questions from the public.
- Provide information to the public.
- Solicit information from the public.

Committee members may use social media unrelated to board business.

Committee members may not directly respond to any communication "made, posted, or shared by" another board member regarding committee business.

Committee members must avoid otherwise permissible use of social media which results in a discussion between majority of board members regarding business of a specific nature.

32

32

Handling Disruptive Behavior, Interruptions, Interruptions, And Threats

Disruption, Interruption, Threats

Facilities Committee president shall not permit any disturbance or willful interruption of board meetings.

Persistent disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds to terminate the privilege of addressing the board.

Clearing the Room (Government Code section 54957.9); Removal for not ceasing disruptive behavior. (Government Code section 54957.95)

Prior to removal, the individual shall be **warned** that their behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the Committee president, or designee, may have the individual removed from the meeting. (Government Code section 54957.95)

When an individual's behavior constitutes **the use of force or a true threat of force**, the individual shall be removed from a Committee meeting **without a warning**. (Government Code section 54957.95)

The Facilities Committee may order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the board. When the room is ordered cleared due to a disturbance, further board proceedings shall concern only matters appearing on the agenda. (Government Code section 54957.9)

When disruptive conduct occurs, the board may decide to recess the meeting to help restore order, or if removing the disruptive individual(s) or clearing the room is infeasible, move the meeting to another location. The board may direct the superintendent or designee to contact local law enforcement as necessary.

33

33

Handling Disruptive Behavior, Interruptions, Interruptions, And Threats

Expanded to Teleconference

The Citizens Bond Oversight Committee president can remove an individual for disrupting any "teleconference meeting." (Government Code section 54957.95)

During Teleconference Disruptions

If a disruption occurs, the person's further participation can be restricted, just as with someone who disrupts an in-person meeting. (Government Code section 54957.96)

34

34

Consequences For Brown Act Violations

- Violations of the meeting notice and agenda provisions:
 - May cause a **Facilities Committee action to be null and void** if judgment is found against the District/committee.
 - Any interested party or the Sacramento County District Attorney must demand in writing that the committee **"cure or correct"** the alleged violation prior to action being commenced.
- Civil Actions
- Any committee member who attends a board meeting where action is taken in violation of any provision of the Act, and where the member intends to **deprive the public of information to which the member knows or has reason to know the public is entitled**, is guilty of a **misdemeanor**. (Government Code section 54959)

35

35

Q&A



36

36

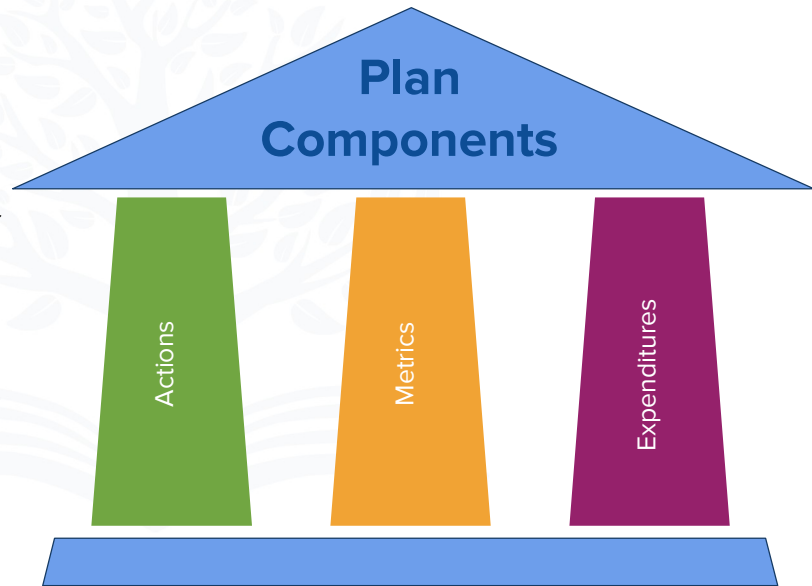
Local Control Accountability Plan Overview



The Local Control and Accountability Plan (LCAP) is a 3-year roadmap districts create to show how they will improve outcomes for all learners.

It outlines goals, services, and spending priorities aligned to state requirements, with a focus on supporting English learners, foster and homeless youth, and low-income students.

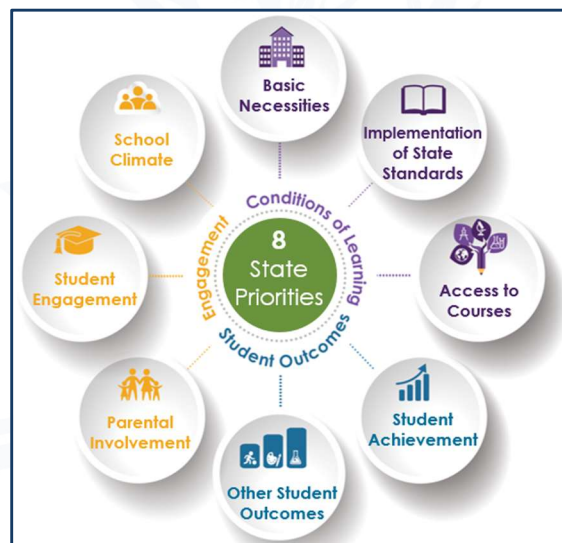
San Juan Unified is currently in Year 3 of implementing the 2024-2027 LCAP.



1

1

State Priorities



2

2

LCAP GOALS

1. Student Achievement and Implementation of State

Standards - Improve achievement and outcomes for all students as measured by performance on statewide assessments, English proficiency, and college and career preparedness.

2. Student Engagement and Course Access

Provide students with engaging programs, course work, and opportunities that address attendance, dropout, graduation, and access to broad course of study.

3. School Conditions, Climate, and Family Engagement

Address factors both inside and outside the classroom that impact student success such as family engagement, health, safety, discipline, connectedness, facilities, materials, and staffing.

4-9. Schools with Non-Stability Rates of +25% and Socioeconomically Disadvantaged Rates of +70%

Within three years, improve outcomes for student groups that have the lowest performance level on one or more state indicators, and address any underlying issues with credentialing, subject matter preparation, and retention of the school's educators.



3

Feedback and Reflection

Reflecting on the purpose of the LCAP

- What questions do you have?
- What LCAP supports have the greatest impact on student success?
- What barriers do students face that should be addressed through the LCAP?



4

4

DISCUSSION AND QUESTIONS

5



San Juan Unified School District Facilities Committee

☒ Frank Cockrell
☒ Steve Ward
☒ Saul Hernandez
☒ Jodi Mulligan-Pfile
☒ Melinda Avey

☒ Joshua Alvarado
☒ Zachary Morton
☐ Paul Roy
☒ Griff Ryan-Roberts
☒ Ryan Luttrell

☒ Michael Roach
☐ Vacant
☐ Vacant
☐ Vacant

We commit to:

- | | |
|---|--|
| <ul style="list-style-type: none">➤ Being responsive to the needs of students➤ Conducting meetings that are: Effective, Efficient and Decisive➤ Focusing on solving problems➤ Working together through the committee chair➤ Recognizing the committee's role as a recommending body➤ Being responsive to the direction of the Board as a whole | <ul style="list-style-type: none">➤ Differentiating between fact and opinion➤ Clearly defining and agreeing upon mission➤ Members having open minds and being creative➤ Abide by Brown Act concept and principles➤ Members being polite, respectful, and supportive of others' time and opinions |
|---|--|
-

MINUTES

Tuesday, June 2, 2026

District Office – Digital Edge – 6:30 p.m.

I. CALL TO ORDER – 6:30 p.m.

(Cockrell)

The meeting was called to order by Mr. Cockrell at 6:33 p.m.

II. VISITOR COMMENTS*

(Cockrell)

Lisa Phenix commented on the Rio Americano High School's stadium project timeline, draft environmental impact report, and community engagement.

Barbara Dugal commented on the stadium project and cell tower project at Rio Americano High School.

Phillip Vercruyssen commented on the Rio Americano High School stadium project and shared concerns about noise and lighting.

III. BUSINESS ITEMS

1. Approval of the Minutes –May 5, 2026 - A

(Cockrell)

(Materials provided: pages 2-3)

It was moved by Mr. Ryan Roberts and seconded by Mr. Morton to approve the meeting minutes. The motion passed, with Mr. Luttrell and Mr. Alvarado abstaining.

2. Board Member Update - R

(B. Avey)

Mr. Avey reported that there are only a few board meetings left for this fiscal year and it is a big time for budgeting.

A = Action; R = Report; D = Discussion

* Public comments are welcome at Facilities Committee meetings. Each agenda allows time for visitor comments at the beginning of the meeting, as well as during consideration of specific agenda items. To give everyone a chance to be heard, we ask that you limit your comments to two minutes. To speak to the Committee, you must fill out a "Request to Address the Facilities Committee" card, which is available at each meeting. This card will be given to the Chair. You will be called at the appropriate time.

3. Ralph Richard Center Project Update -R/D

(19six Architects/Capital PM)

The update was presented by Ms. Mariana Alvarez-Parga, Principal Architect, for 19six Architects and Sharon Thomas, Senior Program Manager/Partner, of Capital Program Management. Ms. Alvarez-Parga provided the committee with a recap of the project's progress to date, including the project scope, programmatic needs, regulatory requirements, work plans, stakeholder engagement, site needs, and project priorities. She also shared sample classroom designs that include collaborative spaces such as sensory rooms, storage areas, restrooms, preparation areas, and de-escalation rooms.

Ms. Alvarez-Parga presented materials that highlighted the various levels of construction cost estimates developed by a professional estimator. She also discussed the team's approach to conducting construction activities on an active campus. This included examples of site preparation, construction access, designated construction zones, fire lane access, a revised parking layout, and student drop-off areas. Additionally, Ms. Alvarez-Parga reviewed the next steps for the project, including continued evaluation of the preferred approach, code compliance review, cost and budget alignment, and optimization of project phasing. The team will return at a future committee meeting date to provide the committee with another update.

Committee members asked questions and made comments which staff, Ms. Thomas, and Ms. Alvarez-Parga addressed.

4. Laurel Ruff Transitional School Project Update – R/D

(JKAE/ICS)

(Materials provided: pages 4-11)

Derek Labrecque, Principal of JKAE, and Meredith Collins, CFO of Innovative Construction Services, Inc., presented the update. Mr. Labrecque discussed the project's design priorities and its evolution to date and shared the next steps for the project.

One project highlight was the presentation of interior finish boards to students, staff, and families for the selection of colors through a voting process. The boards were displayed in the multipurpose room and selected classrooms. The project team plans to return to the Facilities Committee during the next fiscal year to provide an additional update.

Committee members asked questions and provided comments, which were addressed by staff, Ms. Collins, and Mr. Labrecque.

5. Energy Reduction Projects – R/D/A

(Arps)

(Materials provided: pages 12-224)

Nic Arps, Director of Facilities, Construction and Modernization, presented the item. The proposed energy reduction projects include the replacement of HVAC units and associated thermostats/controllers, as needed, to ensure fully operational systems at Mary Deterding Elementary School, Howe Avenue Elementary School, Pershing Elementary School, and Encina High School. Under the proposed contract, the cost of the energy-saving services must be less than the District's projected energy expenditures without the improvements. Mr. Arps provided a cost-savings analysis demonstrating the potential financial benefits to the District should the projects be approved.

Following committee questions and discussion, Mr. Alvarado moved to recommend approval of the projects, and Mr. Ward seconded the motion. The motion carried unanimously.

The proposal will be presented to the Board on June 9, 2026, for final approval.

A = Action; R = Report; D = Discussion

* Public comments are welcome at Facilities Committee meetings. Each agenda allows time for visitor comments at the beginning of the meeting, as well as during consideration of specific agenda items. To give everyone a chance to be heard, we ask that you limit your comments to two minutes. To speak to the Committee, you must fill out a "Request to Address the Facilities Committee" card, which is available at each meeting. This card will be given to the Chair. You will be called at the appropriate time.

6. Committee Board Report Preparation -R/D

(Materials provided: pages 225-226)

(Camarda/Cockrell)

Mr. Cockrell opened the discussion and advised the committee that he would update the Board report to reflect the discussions held during the meeting.

Mr. Cockrell noted that the report would highlight the committee's effective utilization, strong attendance, and active engagement. He encouraged committee members to share any additional input, comments, or questions regarding the report prior to its finalization.

IV. ADJOURNMENT – 8:00 p.m.

(Cockrell)

There being no further business or discussion, the meeting was adjourned by Mr. Cockrell at 6:02 p.m.

DRAFT

A = Action; R = Report; D = Discussion

* Public comments are welcome at Facilities Committee meetings. Each agenda allows time for visitor comments at the beginning of the meeting, as well as during consideration of specific agenda items. To give everyone a chance to be heard, we ask that you limit your comments to two minutes. To speak to the Committee, you must fill out a "Request to Address the Facilities Committee" card, which is available at each meeting. This card will be given to the Chair. You will be called at the appropriate time.

Facilities Committee Attendance Summary 2026-2027

Committee Members (Initials: board members)	09-01-2026	10-06-2026	11-03-2026	12-01-2026	01-05-2027	02-02-2027	03-02-2027	04-06-2027	05-04-2027	06-01-2027
Melinda Avey (PC)										
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</i>										
<i>Vacant</i>										

Board of Education /Appointees (Term Expires)

Pam Costa (12/28)	Michael Roach (07/27)
Nick Bloise (12/28)	Steve Ward (07/28)
Zima Creason (12/26)	Frank Cockrell (07/28)
Ben Avey (12/26)	Zachary Morton (07/28)
Manny Perez (12/26)	Griff Ryan-Roberts (07/27)
Tanya Kravchuk (12/26)	Paul Roy (07/28)
Vacant	Vacant

Melinda Avey (07/28)	
Saul Hernandez (07/27)	-
Jodi Mulligan-Pfile (07/27)	
Ryan Luttrell (07/27)	
Vacant	-
Josh Alvarado (07/27)	
Vacant	

*Chair

**Assistant Chair

cb 8/28/2026 9:29:50 AM

**SAN JUAN UNIFIED SCHOOL DISTRICT
TENTATIVE BOARD AGENDA ITEMS
2026-2027**

K
08/25/2026

SEPTEMBER 8

Meet and Greet (before board meeting)

Summer Learning Update – R

New Board Policy 6173.1 Foster Youth – D

2025-2026 Unaudited Actuals and 2026-2027 Revised Budget – A

Public Hearing No. 1: Gateway International School Charter Renewal Petition – PH/D

Ad Hoc Committee Update/Proposed Revisions to Board Bylaws – D

CSBA Directors-at-Large Nominations – D/A

*Biennial Review Board Bylaw/Exhibit 9270 Conflict of Interest – A [Discussed 08/25/26]

*Revised CIF Superintendent Designation of Representatives 2026-2027 – A

*Resolution: GANN Limit – A

Henry
Schnepf/Townsend-Snider
Oaxaca
Ryan
Oaxaca
Gaddis
Board
Gaddis
Schnepf
Ryan

SEPTEMBER 22

Recognition: Week of the School Administrator (Oct. 11-17) – A

Literacy Update – R

New Board Policy 5141.5 Mental Health – D

Public Hearing/Resolution: Sufficiency of Textbooks and Instructional Materials – A

Public Hearing No. 1: Options For Youth Charter School Renewal Petition – PH/D

Proposed Revisions to Board Bylaws – A [Discussed 09/08/26]

*New Board Policy 6173.1 Foster Youth – A [Discussed 09/08/26]

Henry
Dale
Oaxaca
Dale
Oaxaca
Gaddis
Oaxaca

OCTOBER 13

Data Review: Math & ELA CAASPP – R

Examining Student Screen Time – R

Facilities Master Plan Update – R

Public Hearing No. 1: Choices Charter School Renewal Petition – PH/D

Resolution: Commit Fund Balance – A

Variable Term Waivers – A

Assignment of Teachers Outside Regular Base Credential – A

Provisional Internship Permits – A

Williams Complaint Report – R

*New Board Policy 5141.5 Mental Health – A [Discussed 09/22/26]

Dale
Dale
Camarda
Oaxaca
Ryan
Henry
Henry
Henry
Gaddis
Oaxaca

OCTOBER 27

Recognition: National School Psychology Week (Nov. 2-6) – A

Math Adoption & Textbook Utilization Update – R

Nutrition Services Update – R

Public Hearing No. 1: Golden Valley River School Charter Renewal Petition – PH/D

Legislative Priorities for 2027-2028 – D/A

*Federal Consolidated Application 2026-2027 – A

Dale
Dale
Camarda
Oaxaca
Thigpen
Oaxaca

NOVEMBER 17 (3rd Tuesday)

Board reception honoring outgoing board members (before board meeting)

Data Review: CCI, ELPAC/ELPI, Local Indicators – R

Public Hearing No. 1: California Montessori Project Charter School Renewal Petition – PH/D

Public Hearing No. 2: Gateway International School Charter Renewal Petition – PH/A [Discussed 09/08/26]

Rio Americano HS Stadium Project Environmental Impact Report (EIR) – A

Rio Americano HS Stadium Project Approval – A

Set Annual Organizational Meeting – A

*Continued Funding Application CSPP – A

Dale
Oaxaca
Oaxaca
Camarda
Camarda
Board
Townsend-Snider

DECEMBER 15 (3rd Tuesday)Board reception/swearing-in (before board meeting)

Annual Organizational Meeting – A	Board
2025-2026 Audit Report – A	Ryan
2026-2027 First Interim & Budget/Financial Status Report – A	Ryan
Public Hearing: Declining Enrollment – PH/D	Ryan
Adult Education Update – R	Schnepp
Public Hearing No. 2: Options For Youth Charter School Renewal Petition – PH/A [Discussed 09/22/26]	Oaxaca
*Resolution: Emergency Contracting – A	Ryan
*Resolution: Authorized Signature - Power to Contract on Behalf of the District – A	Ryan
*Resolution: Delegating Signature Authorization to the Superintendent – A	Ryan
*Minimum Wage Increase (Short Term, Temporary) – A	Henry

JANUARY 12

High School Update – R	Schnepp
Camp Winthers Update – R	Camarda
Camp Winthers Fee Increase – D	Camarda
Public Hearing No. 2: Choices Charter School Renewal Petition – PH/A [Discussed 10/13/26]	Oaxaca
Criteria for PKS Tie Break (Certificated TK-12) – D	Henry
Criteria for PKS Tie Break (Certificated ECE) – D	Henry
Criteria for PKS Tie Break (Certificated Adult Ed) – D	Henry
The Brown Act – D	Gaddis
Annual Policy Review – D	Gaddis
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	
Williams Complaint Report – R	Gaddis
Governance Handbook Annual Update – D	Allen
*Resolution: CCTR Continued Funding Application Designated Personnel 2027-2028 – A	Townsend-Snider

JANUARY 26

Recognition: 2027 Classified Employees of the Year – A	Henry
Recognition: National School Counseling Week (Feb. 1-5) – A	Schnepp
Recognition: National School Social Work Week (Mar. 7-13) – A	Oaxaca
Multilingual Learner Program Update – R	Oaxaca
Public Hearing No. 2: Golden Valley River School Charter Renewal Petition – PH/A [Discussed 10/27/26]	Oaxaca
*Annual Policy Review – A [Discussed 01/12/27]	Gaddis
BP 3430 Investing and Debt Management	
BP 5116.1 Intradistrict Open Enrollment	
BP 6145 Extracurricular/Cocurricular Activities	
BP 6020 Parent Involvement	
*Camp Winthers Fee Increase – A [Discussed 01/12/27]	Camarda
*Governance Handbook Annual Update – A [Discussed 01/12/27]	Allen
Resolution: Criteria for PKS Tie Break (Certificated TK-12) – A [Discussed 01/12/27]	Henry
Resolution: Criteria for PKS Tie Break (Certificated ECE) – A [Discussed 01/12/27]	Henry
Resolution: Criteria for PKS Tie Break (Certificated Adult Ed) – A [Discussed 01/12/27]	Henry
*School Accountability Report Cards (SARCs) – A	Dale
*LCAP Federal Addendum Annual Revision – A	Oaxaca
*Early Head Start/Head Start Budget Mod/Carryover Funds – A	Townsend-Snider

FEBRUARY 9

Mid-Year LCAP Update 2026-2027 – R	Oaxaca
Choices Charter School Mid-Year LCAP Update 2026-2027 – R	Oaxaca
Early Years Education Update – R	Townsend-Snider

Public Hearing No. 2: California Montessori Project Charter School Renewal Petition – PH/A [Discussed 11/17/26]	Oaxaca
Recommendation for Reductions in PKS (Certificated TK-12) – D	Henry
Recommendation for Reductions in PKS (Certificated ECE) – D	Henry
Recommendation for Reductions in PKS (Certificated Adult Ed) – D	Henry
Notice of Intent to Reduce Classified Positions – D	Henry

FEBRUARY 23

Recognition: Arts Education Month (March) – A	Dale
District TK-12 Mathematics Adoption Progress Update – R	Dale
Proposed Revisions to Board Policy 6146.1 High School Graduation Requirements – D	Schnepf
Resolution: Reductions in PKS (Certificated TK-12) – A [Discussed 02/09/27]	Henry
Resolution: Reductions in PKS (Certificated ECE) – A [Discussed 02/09/27]	Henry
Resolution: Reductions in PKS (Certificated Adult Ed) – A [Discussed 02/09/27]	Henry
Resolution: Notice of Intent to Reduce Classified Positions – A [Discussed 02/09/27]	Henry
2027 CSBA Delegate Assembly Election – A	Board

MARCH 16 *(3rd Tuesday)*

Recognition: Week of the Young Child (Apr. 10-16) – A	Townsend-Snider
Recognition: School Library Month (April) – A	Dale
Expanded Learning Opportunities Program (ELO-P) Update – R	Townsend-Snider
New High School Courses – D	Dale
Second Interim Budget Report – R	Ryan
*Proposed Revisions to Board Policy 6146.1 High School Graduation Requirements – A [Discussed 02/23/27]	Schnepf

APRIL 13

Recognition: Adult Education Week (Apr. 18-24) – A	Schnepf
Recognition: School Bus Driver Appreciation Day (Apr. 27) – A	Henry
Instructional Materials Adoptions – D	Dale
Transportation Update – R	Camarda
Williams Complaint Report – R	Gaddis
Proposed Board Meeting Dates for 2027-2028 – A	Board
*New High School Courses – A [Discussed 03/16/27]	Dale
*Charter School Lease Amendments – A	Camarda
*Head Start and Early Head Start Grant Application 2027-2028 – A	Townsend-Snider

APRIL 27

Recognition: National Nurses Week and National School Nurse Day (May 6-12 & May 6) – A	Oaxaca
Recognition: California Day of the Teacher (May 12) – A	Henry
Recognition: 2028 Certificated Employees of the Year	Henry
San Juan Youth Voice Advocates – R	Oaxaca
Instructional Technology – R	Dale
*Instructional Materials Adoptions – A [Discussed 04/13/27]	Dale

MAY 11

Recognition: Classified School Employee Week (May 16-22) – A	Henry
Recognition: National Speech Pathologist Day (May 18) – A	Dale
Citrus Heights Schools Update – R	Townsend-Snider
Strategic Plan Update – A	Allen
Hearing Officer's Recommendation-2027 Reduction in Force (if applicable) – A	Gaddis
*Head Start/Early Head Start COLA Funding Allocation 2027-2028 – A	Townsend-Snider
*Adult Education Course Approval – A	Schnepf

MAY 25

Recognition: National Science Bowl (if applicable)	Schnepf
Recognition: Science Olympiad (if applicable)	Schnepf

Recognition: Academic Decathlon (if applicable)	Schnepp
Special Education Update – R	Dale
Public Hearing: SELPA Local Plan Annual Update – A	Dale
High School Cell Phone/Mobile Device Policy – D	Allen
*Facility Lease Amendments – A	Camarda
*Head Start/Early Head Start SETA Grant Resolution 2027-2028 – A	Townsend-Snider

JUNE 8

Public Hearing: LCAP – PH/D	Oaxaca
Public Hearing: LCAP/Choices Charter School – PH/D	Oaxaca
Public Hearing: Adoption of the 2027-2028 Budget – PH/D	Ryan
Temporary Interfund Borrowing of Cash – A	Ryan
Cabinet Contracts – A	Gaddis
*Audit Reports for Measures J, N and P – A	Ryan
*CIF Superintendent Designation of Representatives 2027-2028 – A	Schnepp

JUNE 22

California School Dashboard Local Indicators – R	Oaxaca
LCAP – A [Public Hearing 06/08/27]	Oaxaca
Choices Charter School California School Dashboard Local Indicators – R	Oaxaca
LCAP Choices Charter School – A [Public Hearing 06/08/27]	Oaxaca
Adoption of the 2027-2028 Budget – A [Public Hearing 06/08/27]	Ryan
*2026-2027 Actuarial Report OPEB – A	Ryan
*Charter School 2025-2026 Audit Reports (AAT, CMP, GIS, GV, OFY, VIE) – A	Ryan
*School Plans for Student Achievement (SPSAs) – A	Oaxaca
*ECE Program Self-Evaluation for CDE – A	Townsend-Snider

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