

NOT OFFICIAL UNTIL APPROVED ON February 10, 2016

Eureka City Schools Citizens' Oversight Committee

2100 J Street, Eureka, CA 95501

REGULAR MEETING

4:00 PM – 5:30 PM, Room 118

November 17, 2015

MINUTES

A. CALL TO ORDER OF OPEN SESSION

Chair Denise Jones called the regular meeting to order at 4:05 p.m.

Members Present : Jones, Noel, Pell, Reece (arrived after action taken)

Members Absent : Bass

Staff Present : Ziegler, Batini, Davis

B. PUBLIC COMMENT ON NONAGENDA ITEMS*

There were no public comments on non-agenda items.

C. CONSENT

1. Minutes of the Regular Meeting of August 18, 2015

It was M/S by Pell/Noel to approve the August 18, 2015 minutes. There were 3 in favor and 2 absent (Reece, Bass). Motion carried.

Mr. Pell questioned #11 and teacher participation on the COC being a conflict of interest. The reference was for suggestions from teachers with regard to possible applicants for the COC, not the teachers themselves.

2. Minutes of the Special Meeting of October 24, 2015

It was M/S by Pell/Noel to approve the October 24, 2015 minutes. There were 3 in favor and 2 absent (Reece, Bass). Motion carried.

D. DISCUSSION / ACTION

There were no discussion/action items.

E. DISCUSSION

3. Guest Speaker: Gary Mallory of FF&J Architects, Inc.

Paul Ziegler introduced Gary Mallory, the principal of FF&J Architects. Mr. Mallory attended CR and grew up in Fort Bragg. He has been practicing for 26 years, certified for 30 years, and has been in the architectural field for 34 years. He has worked with Fred Van Vleck since 2004 in a previous school district where Fred was the first principal of a new high school they built. After that, he worked with Fred when he was Assistant Superintendent of Business Services in the same district on the construction of 5 elementary schools and modernization of 5 elementary schools. When ECS began the process of passing Measure S, Mallory submitted qualifications to a Request for Qualification (RFQ), interviewed, and was hired by the district. He worked with ECS during the Measure S bond campaign projecting costs and scope of work for the projects.

• Reece arrived at this time.

In 2012, the district submitted plans to the Division of the State Architect (DSA) for the addition of 3 new classrooms at AB (they were approved.) At the time, there was a window still open to qualify and move into line for matching funds through the State of California Office of Public School Construction.

3. Guest Speaker: Gary Mallory of FF&J Architects, Inc. (continued)

Although the funding for this program was depleted, the district still remains in line if the state budgets more funding for the program. There is also a facility bond on the state ballot that if approved will provide additional funding. The AB building is currently being funded by Measure S, but if money becomes available at the state level, ECS will be reimbursed.

Currently the AB building is under construction in a factory by American Modular in Central California and is approximately 50-60% complete. The building is not a relocatable, but a modular that is built to the specification set by the district. The modular elements (pieces) have been pre-checked (PC#) by DSA so you are able to receive one-day approval of the building. This is a very cost effective way to build and deliver classrooms. American Modular competitively bid their services with a group of districts. ECS went through a piggy-back bid process with the other districts and qualified to participate. Because it was necessary to adjust the position of the building on the AB campus, the plans have been submitted to DSA for approval. Once approved, a contractor can begin preparing the campus to place the modular. The modular, site work, engineering, and demolition costs have been encumbered at approximately \$15,000.

The second project at AB is modifying the parking lot to change the bus entry to Utah Street and the parent drop-off and pick-up to South Street. The group viewed a schematic of the 3-classroom addition and the new parent access and bus lane. The state requires that the bus and parent drop-off areas are separated. The third project is a new entry way into the school for the public and modernization of the administration offices. This is an upgrade of the facility, not necessarily an increase of space.

Long-term growth and decline for Eureka City Schools was discussed with consideration of closing and opening campuses. Most elementary school campuses were built during the 40's and 50's and are not adequate in size for the modern elementary school classroom.

Plans on Zane S Street improvements were shown.

The committee discussed receiving copies of construction plans. Plans are constantly being changed, and the Committee decided they would not receive plans at this time. Syn-dee may contact staff to set a time to review plans.

4. Future Guest Speaker: Dirk Dinsmore of Dinsmore Construction

Dirk Dinsmore may be the next speaker to visit the committee. Dinsmore Construction has completed Phase II of Lincoln and is waiting for the approval of plans from DSA to begin Phase III.

5. Financial Update

Paul reviewed the total bond expenditure activities for 7/1/14 through 6/30/15 and 7/1/15 through 9/30/15 (fiscal year). The school board will also receive a report on bond expenditures. The total expenditures in 2014-15 were approximately \$1.106 million and for the first quarter for 2015-16 were approximately \$200,790. Bond construction sites in the update included Lincoln, Alice Birney, Winship, Zane, and Winzler Children's Center.

6. Project Updates

In house projects include Alice Birney's accessibility, fire and safety, and installing the gates. Grant has been upgraded to Primus locks, and Lincoln's exterior buildings are being painted until the rains come. Security cameras are being installed at Winship and a meeting was held at Zane to determine locations for their security cameras. The installation of cameras for both middle schools should be completed by January. The Career and Tech Education (CTE)/science classroom at Zane and Winship should be completed toward the end of this summer. Staff is working with sites and determining what portion of construction can be done in-house. Projects are fairly close to being on track from when the process began with adjustments being made for weather. The committee was provided an updated list of project timelines with adjustments. Staff will continue to adjust the timeline's estimated completion dates. (IH: In-House)

7. Site Tours: Update and Future Tours

Denise thanked Paul, Jen, and Charley for an excellent and thorough facility tour. She also thanked the bus driver Nancy. Since they were unable to tour all the bond sites, she asked to defer scheduling Winship, Zane, and EHS to a later date. At the Board meeting on December 10, staff will be posing the question of how the Board would like to approach bond construction of the J Willard Gymnasium; raze and build new, modernize the existing facility, or a hybrid approach. Gary Mallory has copies of all the original plans for the EHS gymnasium and the previous bond's proposed new gymnasium.

8. Reporting Out to Public

The COC Bylaws require the committee report annually to the public and Board. Staff suggested the report occur after the audit is completed in January or February. This will be a topic on the February meeting agenda. The committee was asked to take a moment and review that section of the bylaw prior to the meeting (attached).

9. Brown Act Training

The COC was not able to receive training when the Board held their workshop. School and College Legal Services will have an employee working out of Humboldt County after the first of the year that can provide training. Training can be rolled into a COC meeting when there is no speaker. Paul, Jen, and Denise will work on adding a time to the agenda.

10. Directors & Officers Insurance

Originally staff was informed that director and officer's (D&O) insurance was not available for schools, but recently staff was told that it is available. Yesterday staff confirmed there is no D&O that will be extended the COC. Staff will research quotes on D&O insurance and if successful, will bring them to the next meeting.

11. Update on Replacing COC Members

There are still two positions to fill on the COC. The Superintendent will be asking his stakeholder groups if they have any suggestions for committee members.

12. Set Next Meeting Dates

February 10, 2016, and Wednesday, May 18, 2016,

F. ADJOURNMENT

Chair Denise Jones adjourned the meeting at 5:29 p.m.

Respectfully submitted,

Paul Ziegler
Assistant Superintendent / Business Services

Recording Secretary, Micki Davis

CHAIR OF THE COMMITTEE

DATE

The next regular meeting will be held February 10, 2016, at 4:00 p.m. in the PDC Room #118 at 2100 J Street, Eureka, CA.

(15-11-17 COC Minutes/md)