

NOT OFFICIAL UNTIL APPROVED ON NOVEMBER 9, 2016

Eureka City Schools Citizens' Oversight Committee

Winship Library, 2500 Cypress Avenue, Eureka, CA 95503

**REGULAR MEETING**

4:00 PM – 5:30 PM

August 24, 2016

**MINUTES**

A. CALL TO ORDER OF OPEN SESSION

Chair Denise Jones called the regular meeting to order at 4:04 p.m.

Members Present : Denise Jones, Greg Burger, Burt Campton, Jim Pell, Becky Reece

Members Absent : Syn-dee Noel

Staff Present : Paul Ziegler, Charley Batini, Melissa Hodgson

B. PUBLIC COMMENT ON NON-AGENDA ITEMS\*

There were no public comments on non-agenda items.

C. CONSENT

1. **Minutes of the Regular Meeting of May 18, 2016**

The minutes were M/S by Pell/Reece. All in favor. Motion carries.

D. DISCUSSION / ACTION

No Discussion / Action items.

E. DISCUSSION

2. **Introductions**

Two new members were introduced:

**Bert Campton** is our At-Large member and **Greg Burger**, a parent that has three children at ECS, is our Parent / PTA member.

There is one more member vacancy. The COC needs a parent/guardian representative. The by-laws state there will be seven members.

3. **Financial Update**

Paul requested that if a COC member has budget questions, and if they can let him know ahead of time, he can do some research. The Committee reviewed the 4th quarter report to discuss expenditures. Paul mentioned they are in the process of closing out 2015-16 so things might change. Paul will finalize numbers for the auditors to review.

Some pre-work is being done and we are looking at some of the smaller dollar projects to finish first. Paul anticipates there will be an acceleration of expenditures with some pre-work being done and finalizing of bigger projects.

Jim stated it looks like 5% of total bond has been spent and he thought it would be more. Paul explained that they are further along than 5% into work.

NOT OFFICIAL UNTIL APPROVED ON NOVEMBER 9, 2016

Eureka City Schools Citizens' Oversight Committee

REGULAR MEETING MINUTES

August 24, 2016 - Page 2

Charley spoke about some of the bond projects:

- The greenhouse at Winship will be getting a concrete pad.
- Both science wings at the middle school sites will be upgraded.
- There were soil samples taken at the agriculture building at EHS. They found a high level of liquefaction, a class F, per geologist. Class F is the most extreme rating.
- The band building at EHS is also in progress.
- One of the big projects is the EHS gymnasium. Paul told the COC about the upcoming town hall meeting for the gym. Staff will be making a recommendation to the Board, but ultimately the Board will make the final decision. The meeting is scheduled for September 12<sup>th</sup> at 5:30 p.m. at EHS.

Paul had some general statements about projects. We are working on getting some of the easier projects done first to show completed projects. We are starting with a general sweep through elementary schools, middle schools, and the high school and then plan on moving to the gym. The gym project is very large and expensive. There have also been a couple of plans submitted for the drop off zones at two elementary sites. The District is waiting to get approval from DSA so we can move on to completing the projects.

#### **4. Project Updates**

*Winzler*

- Completed playground
- Some in-house maintenance
- Replacing security fencing
- Replacing some floor covering

Some of the projects were funded with other dollars, not just bond dollars.

*Alice Birney*

- 3 new classroom additions
  - On Friday there were six tractor trailers and a pilot car delivering the classrooms. It tied up traffic on Broadway. There is an estimated completion date of September 15, 2016.
- Teaching walls and six polished concrete floors were completed. Two teachers elected to keep their smart boards vs. getting a teaching wall.
- Alice Birney's new countertops are on back order.

*Grant*

- A new PA/bell system was installed. They are going to pilot the system before we purchase for the other sites. This is a digital system and is compatible with our phone system and includes a clock.
- Planning stages for parent/bus drop off

*Lafayette*

- Received eight teaching walls.
- Polished concrete floors and new vinyl was installed.

*NOT OFFICIAL UNTIL APPROVED ON NOVEMBER 9, 2016*

Eureka City Schools Citizens' Oversight Committee

REGULAR MEETING MINUTES

August 24, 2016 - Page 3

#### *Washington*

- Working on the side street for accessible parking and walks. In development with the architect.

#### *Winship*

- There was some dry rot repair on the south side.
- Security cameras were installed. ECS received a grant through the JPA to pay for the system.
- There are conversations with science teachers to discuss what is needed for the science wing upgrade.

#### *Zane*

- Security cameras were installed.
- Spring plans for lower S street entrance. We will look at it when we take our tour. There will be a ramp just below the tech center to get students off S street and onto our property.

Paul and Charley are going site by site and room by room to see what is needed and taking an inventory.

Becky asked if construction at the elementary can be done while they are in class or are they waiting for breaks. We are trying to minimize the impact, but some of the work will be done during class time. They will be moving classrooms around to accommodate update, while trying to not be too disruptive.

Charley discussed teaching walls:

- Large cabinet in the front of the room with screen mount and document camera. Large amount of storage to aid teachers. Greg asked if everyone receives one. Charley stated that some opt in but not all do. Some teachers choose to keep the smart board. Not all classrooms are large enough for a teaching wall

#### *EHS-3 big projects*

- Music Building - working on upgrades and it is a pretty straight forward project:
  - The office is tucked in the front corner and will be moved. Original office may be turned into a practice room.
  - The floors are the original fir floor and will be replaced.
  - Interior painting
  - Install sloped walkway
- Ag Portable Classroom and Welding Shop:
  - There are soil issues so there is a likelihood of moving them to another location on campus.

NOT OFFICIAL UNTIL APPROVED ON NOVEMBER 9, 2016

Eureka City Schools Citizens' Oversight Committee

REGULAR MEETING MINUTES

August 24, 2016 - Page 4

- There are possibly some seismic funding moneys available. We can apply for seismic dollars based on the soil samples to augment bond. It is a state pool and we are hoping to qualify.
- Gym
  - Town hall meeting on September 12, 2016.
  - The soil samples were much better than at the Ag building.

#### *Lincoln*

- Phase III: First week of September we are hoping to be completed. Phase III included the kindergarten classroom, cafeteria, and culinary kitchen. There are teaching walls with the exception of three classrooms. The kindergarten room received a teaching wall.

#### **5. September 12, 2016 Special Board Meeting**

The Special Board meeting will be at 5:30 p.m. in the Lecture Hall at EHS. The historical architect will be here to report the findings. The structural engineer will not be there. It was discussed that to restore the building it will take a lot of work to get it back to the way it was and then it would have to be updated.

- Staff will recommend to the Board. The Board will make the final decision.
- There may be some seismic money to help with demolition or fund construction. When dealing with an old building it is unknown what we will find.
- There would be less disruption if we build a new facility since we can use the current gym during construction.
- Construction of a new gym means we can build to budget. We want a nice functional gym. If we tell the architect that we want to build an eight million dollar gym we can make it that. We may go over budget and worst case scenario the cost doesn't allow us to do the things we wanted to do and we make some cuts somewhere else.
- Burt asked if the new structure will include a pool. Paul stated that even if we modernize we would not include a pool. The cost of construction and maintenance is too high.
- Paul invited the COC members to attend the gym meeting in September; however it may be a Brown Act violation if more than two members are in the same room. Paul will look into it. We may have to call a special meeting. Paul asks that members let him know if you are going to attend. Denise and Jim would like to attend. Becky asked if we expect some naysayers to be vocal. Paul didn't think so but expressed to the COC to please feel free to voice their opinion.
- The Historical Society was at the last town hall meeting.
- The Board will assess the facts and make a decision.
- Denise asked about removing the floor. Charley would have to look into it. It might not be cost effective to take it out and reinstall in new gym.

**6. Set Next Meeting Dates: November 9, 2016; February 8 or 15, 2017**

Next date is November 9th and the consensus was February 8<sup>th</sup>.

- The annual report was presented to the Board by Denise on June 23rd.

**7. Topics for November Meeting**

Burt and Greg think standing items should include a financial update, project updates, and guest visitors on occasion, such as an architect, contractor, or auditor.

- November we will start tours on EHS campus. Possibly a tour of the gym after the Board makes a decision.
- Paul is looking at 2015-16 closeouts in January sometime.
- Denise would like to go back to a project or two that is completed and see the end of the project so they can see the beginning and the end.

Paul shared that he went to Alice Birney to see the finished 3- classroom project. It was a big deal to get those modules here. They usually come in pairs, but they sent all six at once. They are put on a foundation with steel frames. There is a natural spring near the site so they needed to add more foundation and a sump pump. The life expectancy of the classrooms is about 25 years. He reported that they are well made.

**F. TOUR WINSHIP AND ZANE MIDDLE SCHOOLS**

At 5:02 p.m. the COC headed over to take a tour of the improvements for Winship and Zane. The following items were discussed on the walk-throughs:

*Winship*

- Security cameras
- Science labs
- Fixing gym wall dry rot
- Technology upgrades
- Greenhouse
- Lighting, energy upgrades

*Zane*

- Science classroom upgrades
- Lower drop off zone
- Security cameras
- New engineering room

*NOT OFFICIAL UNTIL APPROVED ON NOVEMBER 9, 2016*  
Eureka City Schools Citizens' Oversight Committee  
REGULAR MEETING MINUTES  
August 24, 2016 - Page 6

F. ADJOURNMENT

Chair Jones adjourned the meeting at 5:50 p.m.

Respectfully submitted,

Paul Ziegler  
Assistant Superintendent / Business Services

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Recording Secretary, Melissa Hodgson

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CHAIR OF THE COMMITTEE

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DATE

*The next regular meeting will be held November 9, 2016, at 4:00 p.m. in the PDC Room #118 at 2100 J Street, Eureka, CA.*