

**GARDEN GROVE UNIFIED SCHOOL DISTRICT**  
**BOND OVERSIGHT COMMITTEE MEETING**  
 DISTRICT OFFICE  
 10331 STANFORD AVENUE  
 GARDEN GROVE, CALIFORNIA

May 12, 2015

<u>Committee Members</u>	<u>Term Years</u>	<u>Present</u>	<u>Absent</u>
Barbara C. Barker	2011-17*	<u>X</u>	<u>    </u>
Kevin Condon	2014-16	<u>X</u>	<u>    </u>
Peter Florin	2012-16	<u>X</u>	<u>    </u>
Lila G. Held	2011-16*	<u>    </u>	<u>X</u>
Joan Mildenstein	2012-16	<u>X</u>	<u>    </u>
Walter Muneton	2015-17	<u>X</u>	<u>    </u>
Thuong Nguyen	2014-16	<u>    </u>	<u>X</u>
Lactan Nuygen	2011-16*	<u>X</u>	<u>    </u>
Jennifer Sieve	2013-17	<u>X</u>	<u>    </u>
Ted L. Stevens, Jr.	2011-17*	<u>X</u>	<u>    </u>
Jeffery S. Trader	2011-17*	<u>X</u>	<u>    </u>
Robert Tucker	2012-16	<u>    </u>	<u>X</u>

\*3<sup>rd</sup> term ends

District Supporting Staff

Sal Sanchez	<u>X</u>	<u>    </u>
Nancy Mefford	<u>X</u>	<u>    </u>
Margie Brown	<u>    </u>	<u>X</u>
Jeff Rosell	<u>    </u>	<u>X</u>
Jerry Hills	<u>X</u>	<u>    </u>
Laura Mahfood	<u>X</u>	<u>    </u>
Amy Stevens	<u>X</u>	<u>    </u>
JoAnne Tran	<u>X</u>	<u>    </u>

The meeting was called to order by Chair Ted Stevens at 3:31 p.m. followed by the Pledge of Allegiance and roll call. Call to Order

Chair Ted Stevens welcomed a new member Walter Muneton to the committee.

Hearing no comments or corrections, on motion of Member Barbara Barker, seconded by Member Joan Mildenstein, and unanimously carried with the roll call vote noted below, the Minutes of the January 13, 2015, Bond Oversight Committee (BOC) Meeting were approved as submitted. Minutes – January 13, 2015

**AYES: Barker, Condon, Florin, Mildenstein, Sieve, Trader** **NOES: None**  
**ABSTAIN: Muneton, Nuygen, Stevens, Jr.** **ABSENT: Held, Nguyen, Tucker** **Roll Call Vote – Minutes**

A vote was taken to select the next Chair and Vice Chair of the BOC. Hearing no comments or corrections, on motion of Member Peter Florin, seconded by Member Joan Mildenstein, and unanimously carried with the roll call vote noted below, Barbara Barker was elected Chair of the BOC. On motion of Member Peter Florin, seconded by Member Jennifer Sieve, and unanimously carried with the roll call vote noted below Joan Mildenstein was elected as Vice Chair of the BOC. Election of Officers

*The Committee extends their sincere thank you to Member Ted Stevens, for having served the past two terms as Chair of the BOC Committee and to Barbara Barker for serving the past two terms as Vice-Chair of the BOC Committee.*

**AYES: Barker, Condon, Florin, Mildenstein, Muneton, Nuygen, Sieve, Stevens, Jr., Trader** **NOES: None**  
**ABSENT: Held, Nguyen, Tucker** **Roll Call Vote – Election of Officers**

Sal Sanchez, BOC Coordinator, introduced Mr. William J. Kadi, Jones Hall representative, who presented a review of the BOC Bylaws and discussed the revisions of the bylaws which were approved by the Board of Education. The Board approved revisions are as follows: Presentation – W. Kadi, Jones Hall Representative

- 5.4 Term. Except as otherwise provided herein, each member shall serve a term of two years, beginning May 10, 2011. No member may serve more than three (3) consecutive terms. At the Committee's first meeting, member will draw lots to select a minimum of two (2) members to serve for an initial one (1) year term and remaining members for an initial two (2) year term.
- 5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board in accordance with the established appointment process shall fill any vacancies on the Committee

Sal Sanchez reminded the committee to sign the Ethics Policy Statement on page 6 of the Bylaws and return to him. Ethics Policy Statement

Jerry Hills (assistant director, Facilities) introduced Laura Mahfood (manager, Facilities) as the newest administrator in the Facilities department. Both Jerry and Laura presented the following facilities status updates of the Measure A modernization projects:

Presentation - Facilities

- Groups I through III and 14 of 27 schools in Group IV are completed with six schools under active construction will be receiving air conditioning as deemed necessary by the Heat Task Force. This is causing a slight delay in the completion of the six remaining modernization projects.
- Group V projects were started in December 2014, and are projected to finish by May 2015, at four intermediate schools, four high schools and Jordan Secondary Learning Center. These sites will be closed during the summer to outside organizations.
- New electronic marquees will be installed at all elementary and intermediate schools. Marquees have currently been installed at 14 sites and 21 more will be installed by September.
- Seven sites have been approved for makeover projects to include new fencing, planters, marquees, flag poles, school logos, fire lane and loading zone paintings. Put in Cups fencing art will be installed at four elementary schools, two intermediate schools, and two high schools.
- A list of summer work which included closed sites (ten elementary, four intermediate, four high schools, Jordan SLC and Mark Twain), office moves, and the timing of when relocated sites can move back before the teachers return, was given to the BOC members.
- Three sites: Faylane and Paine elementary schools and Mark Twain Special School will be closed to construction all year.

Jerry Hills and Nancy Mefford presented financial reports. These reports are generated from the facilities accounting program, which are located on the district's website. The reports presented were Sources and Budgets, Budget Status (active work encumbered), and Expenditure Worksheet (detailed report of checks written to vendors).

Presentation – Financial Reports

*Nancy reminded the committee to review these reports prior to the meeting and email Sal Sanchez and/or Margie Brown any questions they may have.*

A BOC member asked if the spare parts issue mentioned by maintenance workers from the previous meeting has been rectified.

Discussion – Committee Members

*Jerry Hills responded he met with maintenance staff today to address their concerns and felt that the issues were resolved. In addition, Jerry met with the Chris Leon, union president and explained that all spare parts and materials, if deemed recyclable, will be returned to the district shop stores at the request of the Business Services department. There are now scrap metal bins located at several modernization sites.*

A BOC member asked why Gilbert Elementary School is down to the wood frame with all the stucco taken off.

*Jerry Hills responded that Gilbert Elementary is being prepared for new air conditioning such as lowering ceiling height, raising window height, and adding insulation.*

A BOC member asked how many sites will be receiving air conditioning and will La Quinta's new buildings have air conditioning?

*Jerry Hill responded that 14 sites have currently been deemed to receive air conditioning. Amy Stevens also responded that all high schools will receive air conditioning. The long term plan is to provide air conditioning at all sites, but not with the current bond money.*

A BOC member asked where the Administration offices at La Quinta have been relocated.

*Jerry Hills responded that temporary portable office buildings have been relocated next to the existing Administration offices at La Quinta.*

A BOC member asked if all projects are on schedule.

*Jerry Hills responded that there is a slight delay at some of the sites receiving air conditioning by a couple months, but will be completed by summer. All the new modernization projects will be starting in June, along with the arrival of interim portables for sites starting modernization in December.*

A BOC member asked why the handball courts were removed at Fitz Intermediate.

*Jerry Hills responded that the handball courts at certain sites were removed due to unsafe conditions.*

A BOC member asked if the district will shred all reports the members receive at each meeting when they vacate their position on the committee.

*Nancy Mefford stated these documents are not confidential and can be recycled. These reports may also be found on the website.*

A BOC member remembers hearing modernization work has been completed at Bell. Are there any other schools that have been completed?

*Jerry Hills stated when a school has completed modernization, we receive a letter from the State of California which states that the completed project has been approved and signed off, which means they take full liability that the project has been completed per the project plans and specifications. There may be other things that need to be done, such as adding a marquee to the project.*

A BOC member asked if any other schools other than Bell have received completion letters from the state.

*Jerry Hills replied that seven schools of Group II have been signed off by the State as complete, as well eight or nine schools in Group III.*

The next site visit will be to Garden Grove High School on May 26, 2015, at 3:30 p.m. Bond Oversight Committee members will meet at the 7<sup>th</sup> Street entrance, on the east side of the campus off of Stanford Avenue, in the student parking lot. Jerry Hills mentioned this is a good site to visit as the first phase of construction is being completed. It is imperative to wear appropriate clothing when attending these site visits: long pants and closed toe shoes. A vest and hard hat will be provided. All committee members are encouraged to attend these site visits as this is part of the responsibilities of the BOC.

Future Site Visits

A BOC member asked if the site visits are posted on the district website.

*Nancy Mefford replied that they are posted three days prior to the date of the site visit.*

Future meeting dates for the 2015-16 school year will be held on September 15, 2015; January 12 or 26; and May 10, 2016, at the district office Board Room, 10331 Stanford Ave. Garden Grove, starting at 3:30 p.m.

Future Meetings

There being no other business, the meeting was adjourned at 4:56 p.m.

Adjournment

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Barbara Barker, Chair