

OAK PARK UNIFIED SCHOOL DISTRICT
5801 E. CONIFER STREET
OAK PARK, CALIFORNIA 91377
(818) 735-3206

FACILITY PLANNING COMMITTEE

MINUTES

DATE: February 12, 2018
TIME: 3:30 p.m.
PLACE: Oak View High School, Room 104

PRESENT: Brianna Adams, Brad Benioff, Leon Cavallo, Jon Duim, Lori Getz, Kim Gregorchuk, Jay Greenlinger, Keith Henderson, Drew Hazelton, Nick Johnson, Tony Knight, Martin Klauss, Dennis Kuykendall, Enoch Kwok, Keenan Kibeick, Marianna Lavezzo, Sophia Limon, Stewart McGugan, Suzanne Nicks, Virginia Standing, Derek Ross, Keyla Treitman, Miguel Tabares, Shary Trux, Erick Warren, Tina Wang

I. Call to Order

The meeting was called to order at 3:30 p.m.

II. Approval of Agenda

The Agenda was approved.

III. Approval of Minutes

IV. Measure S Master Plan – Update on Measure S Subcommittee Meetings

A. FACILITY SUBCOMMITTEE REPORT

- 1) **Update/Action: Establishing 2018-2020 Measure S Priorities** – The Measure S Facility Subcommittee, working with HED Architects and District staff, has prepared the attached recommendation for the Measure S Districtwide Project Priority Plan (2018 through 2020) for the Committee’s consideration and action.

Discussions and Actions:

2/12/18: Balfour Beatty Construction tabled an updated five-year Project Priority plan, dated Feb. 9, 2018, for review (copy attached). The plan included an anticipated \$13.5 mil Series B Bond Anticipation Note (BAN) budget line item in 2018 and the construction costs updated to include direct costs such as design, inspection, and related soft costs.

The Committee approved presenting this plan to the School Board for approval contingent upon the Medea Creek M.S. modular building project from a design/construction schedule planned for 2019/2020 back to 2018/2019 and update of anticipated parent participation for purchase of devices under the District 1:1 program.

The Committee expressed concern with use of Bond funds for purchase of technology consumables and asked that their recommendation include a statement of concern.

2/5/18: It was noted that the Priority Plan presented today does not include State Matching Funds nor matching funds available from Solar Projects. The priority plan shall be updated to include this revenue and the anticipated receipt date of the revenue. The priority plan shall also be expanded to include the years 2021 & 2022 which will include the later Oak Hills projects.

Tony Knight recommended that Committee Staff update the priorities discussed and meet again on 2/12/18 to review the updated plan.

Tony Knight and Martin Klauss discussed the options available for the Bond Anticipation Note (BAN) with the Committee.

B. TECHNOLOGY SUBCOMMITTEE REPORT

- 1) Update/Action: Network File Server Refresh** - The Measure S Technology Subcommittee has prepared the attached Network File Server Refresh recommendation. The request calls for replacement/refresh of 4 obsolete servers along with tech department workstations to monitor and administer those servers.

Discussions and Actions:

2/12/18: The Committee requested that the Tech Priority Cost Budget be forecasted through years 2021/2022. Balfour Beatty to review with Enoch Kwok and update Master Plan.

2/5/18: The Committee was provided a copy of the Resource Request - Network File Server Refresh program today. The Committee is asked to approve a recommendation for action by the OPUSD Board of Education at its meeting on Tuesday, February 20, 2018.

Recommendation for Action pending resolution of Chromebook refresh

program. See 2/5/18 notes below.

- 2) **Update/Action: Chromebook Refresh** - The Measure S Technology Subcommittee has prepared the attached Chromebook Refresh recommendation. The request calls for the planned refresh of 428 Chromebooks which are reaching End of Life and potentially losing management support from Google in the 2018-19 school year.

Discussions and Actions:

2/12/18: The Committee requested that the Parent Purchase Revenue Budget be forecasted through years 2021/2022. Balfour Beatty to review with Enoch Kwok and update Master Plan. The budgeted 70% Parent Partition revenue budget was discussed and agreed to by the Committee.

2/5/18: After the Committee's review of the attached Technology Resource Request-Chromebook Refresh, the Committee is asked to approve a recommendation for action by the OPUSD Board of Education at its meeting on Tuesday, February 20, 2018.

Overall the Committee is concerned about the use of Bond Funds being used for technology consumables so the Committee requests that the District put together a plan to increase Parent participation in the 1:1 Chromebook refresh.

- 3) **Update/Action: Staff Computer Purchase** - The Measure S Technology Subcommittee has prepared the attached Staff Computer Purchase recommendation. The request calls for the purchase of staff computers and laptops to accommodate planned staffing increases, including for the forthcoming after-school extended learning program.

Discussions and Actions:

2/12/18: No changes discussed or noted that would affect the Technology Priority Budget presented in the updated 5-year Priority Plan.

2/5/18: The Committee was provided a copy of the Technology Resource Request -Staff Computer Purchase the Committee is asked to approve a recommendation for action by the OPUSD Board of Education at its meeting

on Tuesday, February 20, 2018.

No recommendation for action pending resolution of Chromebook 1:1 program. See 2/5/18 notes below.

- 4) **Update/Action: Proposal For 6th Grade 1:1 Chromebook Take-Home Pilot**
- The Measure S Technology Subcommittee has prepared the attached Proposal For 6th Grade 1:1 Chromebook Take-Home Pilot recommendation, which includes Technology Resource Requests for 120 additional Chromebooks for the 6th grade pilot at Medea Creek Middle School, and 50% funding of a Technology teacher on special assignment (TOSA) to implement the pilot and train middle school staff.

Discussions and Actions:

2/12/18: Item Not Discussed. No changes to the Technology Priority budget shown in the updated 5-year Priority Plan.

2/5/18: The Committee was provided a copy of the Proposal for 6th Grade 1:1 Chromebook Take-Home Pilot, including Technology Requests for 120 additional Chromebooks and 50% funding of a Technology TOSA, the Committee is asked to approve a recommendation for action by the OPUSD Board of Education at its meeting on Tuesday, February 20, 2018.

Overall the Committee is concerned about the use of Bond Funds being used for technology consumable's so the Committee requests that the District put together a plan to increase Parent participation in the 1:1 Chromebook refresh program.

IV. NEXT STEPS/FUTURE AGENDA TOPICS

Committee members are invited to suggest topics or issues for consideration, discussion, and/or action at future meetings.

Discussions and Actions:

2/12/18: Scope/Schedule/Budget to be Discussed Further

- A. Miguel Tabares requested the Red Oak Elem. School Phase 2 Re-Roof scope be started earlier. Balfour Beatty and OPUSD to review after re-scheduling Medea Creek MS as requested by the Committee.
- B. Clarify scope and budget for the DSA Certification of the Rancho Simi

Portable and Medea Creek MS.

- C. Derek Ross requested confirmation that Colbi will be used as the Bond Program management software for the Measure S projects. Balfour Beatty confirmed once Master Plan projects were approved, entry into the Colbi program would occur for future tracking and reporting
- D. The Committee requested that Debbie L. should be consulted to advise on outdoor learning/gardening locations and layouts that will work with the upcoming new construction/renovations.
- E. Maker Space budget and scope needs to be further clarified. There is a current \$500K budget for these spaces but it was noted many schools have already outfitted their classrooms to work as Maker Spaces.

V. Next Meeting – TBD

VI. Adjournment - Meeting was adjourned at 5:37 pm