

Inglewood Unified School District
AGENDA
Special Board Meeting
March 13, 2019, 5:00 PM
Dr. Ernest Shaw Board Room
401 S. Inglewood Avenue
Inglewood, CA 90301

1. INITIAL CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ADMINISTRATION OF OATH OF OFFICE FOR BOARD MEMBER

3.a. Alice B. Grigsby, Seat #3

4. ROLL CALL

4.a. Board Members: Margaret Turner-Evans, President (Seat #4); Dr. D'Artagnan Scorza, Vice President (Seat #5); Dr. Dionne Young Faulk, Member (Seat #1); Dr. Carliss McGhee, Member (Seat #2); Alice B. Grigsby, Member (Seat #3)

4.b. Cabinet Members: Dr. Thelma Melendez de Santa Ana, State Administrator; Nora Roque, Executive Director of Human Resources; Dr. Carmen Beck, Chief Academic Officer; and Eugenio D. Villa, Chief Business Official

5. APPROVAL OF AGENDA

6. PUBLIC COMMENTS ON AGENDIZED AND NON-AGENDIZED ITEMS: This portion of the Agenda provides an opportunity for members of the public to directly address the State Administrator and Board of Education on agenda and non-agenda items; however, the Brown Act precludes any action being taken on any items not appearing on the posted agenda for action. A public comment card must be completed and submitted to the School Police Officer who will be stationed at the entrance of the meeting room prior to the beginning of the Public Comment period. Members of the public who wish to speak about an item on the posted agenda must indicate the item number on the Public Comment Card. Three [3] minutes will be allotted to each speaker, and a maximum of thirty [30] minutes for public comment on agenda items and [30] minutes for public comment on non-agenda items will be allotted during this section. If the public comment cards exceed [10] cards per section, the State Administrator may reduce the time allowed from one or two minutes to either two or one minute, per person to hear from more speakers.

6.a. Public Comment on Agenda Items

6.b. Public Comment on Non-Agenda Items

7. REPORTS/PRESENTATIONS

7.a. 2018-19 Second Interim Report

7.b. 2018-19 Cash and County Treasury by Fund

8. CONSENT CALENDAR/ACTION ITEMS

8.a. HUMAN RESOURCES DIVISION

8.a.1. Approve Revision of Executive Director of Facilities and Operations Salary Range

8.b. BUSINESS SERVICES DIVISION

8.b.1. Approval of 2018-2019 Second Interim Report with a Qualified Certification

8.b.2. Approval of 2018-2019 Second Interim Budget Revisions

8.b.3. Approval of Budget Development Calendar for FY 2018-2019

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8.c. MEASURE GG AND FACILITIES

8.c.1. Approval of Amendment No. 2 to Agreement No. C17/18-065 with GKKWorks for Additional Architectural and Engineering Services for the Oak Street Elementary School Los Angeles World Airport (LAWA) Project

8.c.2. Approval of Amendment No. 1 to Agreement C16/17-010 with GKKWorks to Provide Architectural Services for the Summer 2019 Campus Painting and Asphalt Project at Woodworth-Monroe Academy of Excellence, Highland Elementary, Crozier Middle, Centinela Elementary, La Tijera Academy of Excellence and Frank D. Parent Elementary Schools

9. BOARD MEMBER REMARKS

10. STATE ADMINISTRATOR REMARKS

11. NEXT MEETING - April 17, 2019

12. ADJOURNMENT

Disability Information

All meetings of the State Administrator and Governing Board are open to the general public with the exception of Closed Sessions, which are held to consider those items specifically exempt under the Ralph M. Brown Act. Anyone planning to attend a meeting who has a disability and needs special assistance should call the State Administrator's Office, 310.419.2728, at least three (3) days in advance to make special arrangements.

Spanish Interpretation / interpretación al español

Spanish interpretation is available at Regular Session Board Meetings. [Se ofrecen servicios de interpretación al español durante las juntas regulares de la Mesa Directiva del Distrito.

Mission Statement

The mission of the Inglewood Unified School District is to ensure that all our students are taught rigorous standards based curriculum supported by highly qualified staff in an exemplary educational system characterized by high student achievement, social development, safe schools, and effective partnerships with all segments of the community.

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8. CONSENT CALENDAR/ACTION ITEMS

8.a. HUMAN RESOURCES DIVISION

8.a.1. Approve Revision of Executive Director of Facilities and Operations Salary Range

Recommended Motion:

Administration recommends that the State Administrator approve to revise the salary range for the position of Executive Director of Facilities and Operations, from Range 81M, 12 months, 8 hours to Range 85M.

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Rationale:

The State Administrator must approve all revisions to salary ranges. Under the direction of the Chief Business Official or designee, the Executive Director of Facilities & Operations:

- Oversees facility planning, facility construction and reconstruction, and maintains a cooperative relationship with federal, state, and local agencies, contractors, architects and inspectors.
- Assists in management of facilities related funds including developer fees, modernization funds, and general obligation bonds, provides leadership in the implementation of the short and long-range facility master plan, conducts administrative research as needed, assists with property acquisitions, sales, leases, easements, establishes and maintains intergovernmental relations.
- Directs, manage, supervise, and coordinate Maintenance, Operations and Transportation.
- Responsible for the coordination of custodial services; coordination of assigned activities with each school site and the District Office; to maintain and inspect various District sites to assure safe, orderly, and clean buildings and grounds for students, staff, and the public; direct, manage, supervise, and coordinate activities of the District's pupil transportation system, including home-to-school bus service, field trips, bus and vehicle maintenance and bus driver training.
- Exercises direct supervision over maintenance, grounds, technical, operations, transportation and clerical staff.

FCMAT Personnel Management Standard 3.9.

Financial Impact:

A cost of \$8,463.32 to \$10,287.21 monthly plus management benefits to be paid from district general funds.

Attachments:

Job Description - Executive Director of Facilities and Operations

8.b. BUSINESS SERVICES DIVISION

8.b.1. Approval of 2018-2019 Second Interim Report with a Qualified Certification

Recommended Motion:

Administration recommends that the State Administrator approve the 2018-2019 Second Interim Report with a qualified certification.

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Rationale:

Pursuant to Education Code Sections 35035(g), 42130, and 42131, the Board of Education must certify the District's ability to meet its financial obligations for the current fiscal year and for two subsequent fiscal years, known as Interim Reports. The District is required to submit this budget report using the state approved financial reporting software. The report includes a budget for each financial fund maintained by the District, along with supplemental forms reporting average daily attendance, cash flow projections, multi-year projection and the criteria and standards budget evaluation documents to meet the reporting criteria. Based upon the finances as reviewed in the Second Interim Report, the administration is recommending the filing of a qualified certification of financial solvency by the State Administrator.

Financial Impact:

Attachments:

- 2018-19 Second Interim Report
- Assumptions Narrative 2018-19 Second Interim

8.b.2. Approval of 2018-2019 Second Interim Budget Revisions

Recommended Motion:

Administration recommends that the State Administrator approve the 2018-2019 Second Interim budget revisions.

Rationale:

All budget adjustments must be approved by the State Administrator.
IMPLICATION: By approving this request, staff will be able to make necessary revisions to the 2017-18 Adopted Budget as receipt of new funding, funding adjustments, donations, etc occur throughout the fiscal year.

Approval of this item supports the following FCMAT standard:
Financial Management 6.2 Legal Standard - Budget Adoption, Reporting, and Audits

5.2 Professional Standard - Budget Development Process

Financial Impact:

As shown in the attached budget adjustment summaries.

Attachments:

- 2018-19 Second Interim Budget Revisions

8.b.3. Approval of Budget Development Calendar for FY 2018-2019

Recommended Motion:

Administration recommends that the State Administrator approve the Budget Development Calendar for F/Y 2018-2019.

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Rationale:

All budget development calendars must be approved by the State Administrator. A budget development calendar provides general timelines and responsibilities for the development of the 2018-2019 budget. The Calendar sets motion to the budget development process for the 2019-2020 school year.

Financial Impact:

None

Attachments:

Budget Calendar 2019-20

8.c. MEASURE GG AND FACILITIES

8.c.1. Approval of Amendment No. 2 to Agreement No. C17/18-065 with GKKWorks for Additional Architectural and Engineering Services for the Oak Street Elementary School Los Angeles World Aiport (LAWA) Project

Recommended Motion:

Administration recommends that the State Administrator approve Amendment No. 2 to Agreement No. C17/18-065 with GKKWorks for additional architectural and engineering services for the Oak Street Elementary School Los Angeles World Airport (LAWA) Project located at 633 S. Oak Street Inglewood, CA 90301.

Rationale:

All amendments to agreements must be approved by the State Administrator. On May 9, 2018, the State Administrator approved Agreement No. C17/18-065 with GKKWorks to provide architectural and engineering services for the LAWA Sound Insulation Project at Oak Street Elementary School. On December 12, 2018, the State Administrator approved Amendment No. 1 for GKKWorks to conduct acoustical testing services required for LAWA funding. Amendment No. 2 is for an expansion to the scope of services that includes the following for this project that is expected to bid in April 2019:

1. Additional support facilities and multipurpose room modernization
2. Additional restroom upgrades for DSA requirement approval
3. Additional quad enhancements and ADA accessibilities
4. Enlarging the parking lot and replacing the fencing
5. Additional new roofing at buildings A, B, and C
6. Removal of existing fabric shade structures
7. Expanded path of travel revisions
8. New courtyard dates and DSA comment coordination

Financial Impact:

	Contract Amount	Reimbursable Expenses	Total	Board Approval Date
Original Contract Amount	\$326,875.00	\$6,537.50	\$333,412.50	May 9, 2018
Amendment No. 1	\$ 32,470.00	N/A	\$365,882.50	December 12, 2018

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Amendment No. 2	\$198,750.00	N/A	\$564,632.50	March 13, 2019
New Contract Sum	\$558,095.00	\$6,537.50	\$564,632.50	

Attachments:

C17/18-065 GKKWorks Oak LAWA Amendment No. 2

8.c.2. Approval of Amendment No. 1 to Agreement C16/17-010 with GKKWorks to Provide Architectural Services for the Summer 2019 Campus Painting and Asphalt Project at Woodworth-Monroe Academy of Excellence, Highland Elementary, Crozier Middle, Centinela Elementary, La Tijera Academy of Excellence and Frank D. Parent Elementary Schools

Recommended Motion:

Administration recommends that the State Administrator approve Amendment No. 1 to Agreement No. C16/17-010 with GKKWorks to provide architectural services for the Summer 2019 Campus Painting and Asphalt Project at Woodworth-Monroe Academy of Excellence, Highland Elementary, Crozier Middle, Centinela Elementary, La Tijera Academy of Excellence, and Frank D. Parent Elementary Schools.

Rationale:

All amendments must be approved by the State Administrator. Approval of Amendment No. 1 will allow GKKWorks to provide design services for the exterior painting, asphalt replacement and fencing replacement to take place during Summer 2019 at Woodworth-Monroe Academy of Excellence, Highland Elementary, Crozier Middle, Centinela Elementary, La Tijera Academy of Excellence, and Frank D. Parent Elementary Schools. This Summer project is expected to bid in May 2019 for a June 2019 project start date.

Financial Impact:

The additional cost of \$484,170 plus \$7,500 in reimbursable expenses will be paid with Measure GG Funds

	Contract Amount	Reimbursable Expenses	Total	Board Approval Date
Original Contract Amount	\$75,000.00	N/A	\$75,000.00	September 14, 2016
Amendment No. 1	\$484,170.00	\$7,500.00	\$559,170.00	March 13, 2019
New Contract Sum	\$559,170.00	\$7,500.00	\$566,670.00	

Attachments:

C16/17-010 Amendment No. 1 GKKWorks Summer Painting Project

9. BOARD MEMBER REMARKS

10. STATE ADMINISTRATOR REMARKS

11. NEXT MEETING - April 17, 2019

12. ADJOURNMENT