

Minutes of Meeting - Joint Facility Use Board Advisory Committee
March 1, 2018
4:30 p.m. - 6:00 p.m.

Evergreen School District – Teacher Center
3188 Quimby Road
San Jose, CA 95148

1. Call to Order

4:37 p.m., Welcome

2. Roll Call

“X” indicates that the member was present. No notation indicates a committee member’s absence.

	Committee Member	Affiliation
X	Martha Argandar-Rosales	Millbrook Elementary
X	MyLinh Chan	Laurelwood Elementary
	Alisha Collier	Silver Oak Elementary
X	Pauline Benton	CSEA
X	Elizabeth Cabarloc	O.B. Whaley Elementary
X	Charles Crosby	Director, Communications
X	Dan Deguara	Facilitator / Assistant Superintendent
	Hernan Diaz	Millbrook Elementary
X	Gracie Garcia-Ramos	Dove Hill Elementary
	Parminder Grewal	Carolyn Clark Elementary

	Committee Member	Affiliation
	Madhavi Gupta	Evergreen Elementary
	Diane Hobbs	Carolyn Clark Elementary / CSEA
X	Bonnie Mace	Board of Trustees
	Hong Nguyen	Laurelwood Elementary
X	Phu Nguyen	Cadwallader Elementary
X	Christopher Roberts	Holly Oak Elementary
	Tonya Trim	O.B. Whaley Elementary
X	Tremayne Wilkins	Dove Hill Elementary / ETA
X	Jim Zito	Board of Trustees

3. Items for Discussion/Immediate Action

Dan Deguara reviewed committee norms to follow. The task for the committee is to research and recommend to the school board potential joint use scenarios. Committee will prioritize the list of the “Need to Knows” at the meeting today.

Dan Deguara postponed 3.1 Approval of the Minutes for February 2, 2018 until after 3.2 Discussion of current facility use by school site.

3.2. For discussion of the current facility use by school site, Dan Deguara introduced Rick Navarro, Director of Operations and Kim McNiven, Business Office. Dan explained in general the organization of the “Overview and Analysis of Each Site Within the Evergreen School District Boundary” binder that was compiled by Terra Realty Advisors, Inc. and other site information collaborated by Rick, Kim and Karen. There is a caveat, the binder is a

working document. Verification with principals will be done to review the maps. Rick reviewed contents of binder. Comments: What is zoning? What is permitted for use? Can the District sell off property? If we own the land, the District will generate more revenue. Swap property versus sell. The task is to use facilities we have. Make good choices. What about teacher housing. This is covered with certain programs.

Kim explained process to for outside groups to apply for use of our facilities and property. First they talk to the site principal, complete paperwork, the application is review (non-profit/for profit), fingerprinted if needed. Look at how many rooms needed, can we accommodate the dates and times, is custodian needed after hours to secure the building. Business Office monitors the billing.

Facilitron is a web based property management company that the District is contracting to handle the District's outside groups who want to use our facilities. There is no cost to the District, they will include a fee to the outside groups. The District can work directly with outside groups without using Facilitron.

Public Comments:

Kevin Larsen, parent, expressed his concerns about the public not knowing about the closure of Dove Hill and Laurelwood Schools, the committee is not following the education code and law.

Charles Crosby, Director of Communications commented that the committee is not charged with any closures of any schools. Community members may address this with a board member. This was mentioned at last month's meeting.

Kevin Larsen, expressed concern for lack of clarification of the stakeholders' task for this committee.

Charles Crosby, commented the information is posted on the web with a clear statement of the mission.

3.1 Approval of Minutes, February 1, 2018

Motion to approve by Christopher Roberts, 2nd motion by Martha Argandar-Rosales.
Approved – 11, Opposed – 0, Abstain – 0

4. Future Agenda Items

Public Comment:

Kevin Larsen, read from his 2 page letter concerns he had and submitted the letter.

4.1 What is anticipated/estimate of revenue from Facilitron?

4.2 Cost difference with full wing at a school if leased

4.3 Marketing from Facilitron

4.4 Clarification, absolute, District to determine use

4.5 Presentation if availability at one site, two sites or one wing

5. Future Meetings*

April 12, 2018

May 3, 2018

June 7, 2018

June 14, 2018 – Presentation to Board of Trustees (Tentative, Board Room)

* All meetings will be held in the Evergreen School District Teacher Center unless otherwise noted

V. Adjournment

Christopher Roberts motioned to adjourn the meeting at 6:08 p.m.

Karen Wevers
Administrative Assistant