

SPECIAL MEETING OF THE GOVERNING BOARD

Written notice is hereby given, in accordance with Education Code Section 35144 and Government Code Section 54957.6, that a special meeting of the Governing Board of the National School District will be held as follows:

Administrative Center 1500 "N" Avenue National City, CA 91950

Tuesday, December 17, 2019

Open Session – 6:00 p.m.

AGENDA

If you wish to speak to the Board, please fill out a *Request to Speak* card located on the table at the entrance to the Board Room.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMUNICATIONS

Alma Sarmiento, Board President

Public communication provides the community with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board can submit a "Request for Oral Communications" card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters. There shall be a limit of twenty (20) minutes for any one matter. Any time limits may be waived by a majority vote of the Board. No Board action can be taken.

5. ANNUAL ORGANIZATIONAL MEETING

5.1. Election of Board President

Alma Sarmiento, Board President

5.2. Election of Board Clerk

Alma Sarmiento, Board President

5.3. Appointment of Secretary to the Governing Board: Leighangela Brady, Ed.D., District Superintendent.

Alma Sarmiento, Board President

5.4. Approve the National School District Governing Board meeting schedule for the 2020 calendar year.

Alma Sarmiento, Board President

6. RECESS

7. HUMAN RESOURCES

7.1. Approve contract #CT3698 with California School Employee Association (CSEA) for Classified professional development training for the January 13, 2020 Professional Development Day.

Leticia Hernandez, Assistant Superintendent Human Resources

8. BUSINESS SERVICES

8.1. Ratify change orders, submitted by Straight Line General Contractors, Incorporated for the Parking Lot Project at Olivewood School.

Christopher Carson, Assistant Superintendent, Business Services

8.2. Ratify change orders, submitted by Straight Line General Contractors, Incorporated for the Parking Lot Project at Palmer Way School.

Christopher Carson, Assistant Superintendent, Business Services

9. ADJOURNMENT

Alma Sarmiento, Board President

Agenda Item: 1. CALL TO ORDER

Agenda Item: 2. PLEDGE OF ALLEGIANCE

Agenda Item: 3. ROLL CALL

Quick Summary /

Abstract: Ms. Barbara Avalos

Board:

Ms. Maria Betancourt-Castañeda

Mr. Brian Clapper Ms. Maria Dalla Ms. Alma Sarmiento

Staff:

Dr. Leighangela Brady, Superintendent-Administration

Mr. Christopher Carson, Assistant Superintendent-Business Services Dr. Leticia Hernandez, Assistant Superintendent-Human Resources Dr. Sharmila Kraft, Assistant Superintendent-Educational Services Agenda Item: 4. PUBLIC COMMUNICATIONS

Speaker: Alma Sarmiento, Board President

Quick Summary / Abstract:

Public communication provides the community with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board can submit a "Request for Oral Communications" card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters. There shall be a limit of twenty (20) minutes for any one matter. Any time limits may be waived by a majority vote of the Board. No Board action can be taken.

Agenda Item: 5. ANNUAL ORGANIZATIONAL MEETING

Agenda Item: 5.1. Election of Board President

Speaker: Alma Sarmiento, Board President

Agenda Item: 5.2. Election of Board Clerk

Speaker: Alma Sarmiento, Board President

5.3. Appointment of Secretary to the Governing Board: Leighangela Brady, Ed.D., District Superintendent. Agenda Item:

Speaker: Alma Sarmiento, Board President Agenda Item: 5.4. Approve the National School District Governing Board meeting schedule for the

2020 calendar year.

Speaker: Alma Sarmiento, Board President

Quick Summary /

Abstract:

The National School District Governing Board has traditionally met on the second and fourth Wednesdays of the month, with the exception of July, September, November,

December, January and March.

Comments: This schedule has enabled the District to conduct its business in a timely fashion and meet

its monthly obligations.

The proposed schedule is attached.

Recommended

Motion:

Approve the National School District Governing Board meeting schedule for the

2020 calendar year.

Attachments:

Governing Board Meeting Schedule - 2020

NATIONAL SCHOOL DISTRICT

GOVERNING BOARD MEETING SCHEDULE 2020

DATES

January 22, 2020

February 12, 2020

February 26, 2020

March 11, 2020

April 8, 2020

April 22, 2020

May 6, 2020*

May 20, 2020*

June 10, 2020

June 24, 2020

July 8, 2020

August 12, 2020

August 26, 2020

September 9, 2020

October 14, 2020

October 28, 2020

November 11, 2020

December 15, 2020*

^{*}All meetings will be held at the Administration Center, with the exception of May 6 and 20, 2020, which will be held at Rancho de la Nación School. All meetings will begin at 6:00 p.m.

^{*}Tuesday, December 15, to meet Organizational Meeting and First Period Interim Financial Report deadlines.

Agenda Item: **6. RECESS**

Agenda Item: 7. HUMAN RESOURCES

Agenda Item: 7.1. Approve contract #CT3698 with California School Employee Association

(CSEA) for Classified professional development training for the January 13, 2020

Professional Development Day.

Speaker: Leticia Hernandez, Assistant Superintendent Human Resources

Quick Summary / Abstract:

On January 13, 2020, National School District will have a Professional Development Day for all staff. Classified employees will participate in numerous events. One of the events

would include professional development from the California School Employee

Association. The True Colors training is a personality assessment tool that is useful to apply and with our staff. The training will develop the self-awareness necessary to better

understand themselves, and their co-workers.

The cost is \$10 per person and it is for a total of one hundred and fifty employees. Two

sessions of seventy five employees will be offered.

Recommended

Motion:

Approve contract #CT3698 with California School Employee Association (CSEA) for

Classified professional development training for the January 13, 2020 Professional

Development Day.

Financial Impact: Contract cost: Not to exceed \$1,500

Additional staffing costs: \$0

Other costs: \$0 One time cost General Fund

Attachments: CT3689

<u> </u>	 2]-[J-[1-6]-[
Fund	Res	Goal	Function	Object	School
		Contract No	oCT369	8	

National School District Lecturer/Performer Agreement

by a here Calif	agreement is hereby entered into this 18th_day of
San City	Jose CA 95131 hereinafter referred to as "Contractor." State Zip Co de
1.	Services to be provided by Contractor. Professional development training course for Classified employees: True Colors National School District Location
2.	Term. Contractor shall provide services under this Agreement onJanuary 13 , 2020
3.	Compensation. District agrees to pay the Contractor for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed One thousand five hundred and zero cents
1.	Expenses. District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District, except as follows:
5.	Materials. Contractor shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

- 6. Hold Harmless. Contractor agrees to and does hereby indemnify, hold harmless, and defend the District and its officers, agents and employees from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
- 7. Insurance. Contractor agrees to carry comprehensive general and automobile liability insurance to protect Contractor and District against liability or claims of liability that may arise out of this Agreement. Contractor shall provide District with certificates of insurance evidencing all coverage and endorsements. Contractor agrees to name District and its officers, agents, and employees as additional insured under said policy.
- 8. Worker's Compensation Insurance. Contractor agrees to procure and maintain in full force and effect Workers' Compensation Insurance covering its employees and agents while these persons are participating in the activities hereunder. In the event a claim under the provisions of the California Workers' Compensation Act is filed against District by a bona fide employee of Contractor participating under this Agreement, Contractor agrees to defend and hold harmless the District from such claim.
- 9. Fingerprinting Requirements. Consultant agrees to provide the District with written certification that Consultant has complied with the fingerprinting and criminal background investigation requirements of the California Education Code with respect to all Consultant's employees who may have contact with District students in the course of providing said services, and that the California Department of Justice has determined that none of those employees has been convicted of a felony, as defined in Education Code Section 45122.1 through 45125.5.
- 10. Employment with Public Agency. Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.
- 11. If employed by another school district in the State of California, please specify:

NI/A

1 N /A				
District Name	Address	State	Zip	Phone
NATIONAL SCHOOL DIS	TRICT	CONTRACTOR		
Signature of Authorized Agent	aman bisamananana	Signature of Authoria	zed Agent	, where z
Christopher B. Carson Typed or Printed Name		Typed Name		
Assistant Superintendent Bus	siness Services	Social Security or Ta	xpayer I. D. No.	
Board Approval Date:		(Area Code) Telepho	one Number	





Training / <u>Iraining U: Professional Development</u> / EQ at <u>Work</u>
TRAINING U



Committed to the development of all members

EQ AT WORK

True Colors®

Group Dynamics

Differences Allowed: A Culture and Diversity Training

True Colors®

Competencies: Communication, Problem Solving/Decision Making

Are you easy going but your supervisor is a task master? Are you a social butterfly but your spouse prefers alone time? Do you need tools to help you deal with professional and personal personalities that are different from your personality?

True Colors is a personality assessment tool that is easy to use, easy to remember and easy to apply. In this training, you will develop the self-awareness necessary to better understand yourself, your co-workers and your family members.

Are you Blue, Green, Orange or Gold? Come find out. This class will help you:

- Develop an understanding of self and others
- Expand your appreciation for valuing differences

Duration: 1.5 - 2 hours

Minimum participants: 20 Maximum participants: 75

Agenda Item: 8. BUSINESS SERVICES

Agenda Item: 8.1. Ratify change orders, submitted by Straight Line General Contractors,

Incorporated for the Parking Lot Project at Olivewood School.

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract:

On April 24, 2019, the Governing Board awarded contract #CT3593 to Straight Line General Contractors, Incorporated for the Olivewood Parking Lot Project, Bid No. 18-19-184A. The project was scheduled to be completed during the 2019 summer break at a cost of \$976,400.00. On December 11, 2019, the Governing Board ratified change orders in the amount of \$40,575.39. With the approval of this change order in the amount of \$1,267.88, the total in change orders for this project is \$41,843.27, or 4.29%.

Comments: Change Orders are caused by three things as follows:

1. Change in scope: Generally, a change in scope is made by a District representative when reassessing the functionality and/or aesthetics of the project during construction.

2. Concealed field condition: Concealed or unforeseen field conditions occur during construction when conditions are revealed that could not otherwise have been known.

3. New requirements by outside parties: Most construction projects require certification in one form or another by third party agencies such as the Department of State Architect (DSA), County Department of Health Services, etc. It is not unusual for these agencies to add or change requirements during the construction process and/or after the bid has been awarded.

Ratification of this change order request, is for the following: #COR-15, \$1,267.88, due to New Requirements.

With this ratification, the project will be completed and closed out.

Recommended Motion:

Ratify change orders, submitted by Straight Line General Contractors, Incorporated for the Parking Lot Project at Olivewood School.

Financial Impact: Cost: \$1,267.88

Additional staffing costs: \$0

Other costs: \$0 One time cost

General Obligation Bond Fund

Attachments: Change Order

Straight Line General Contractors, Inc.

Strate		CIICIAI COII	Haciois,	111	C.
CONTRACT TITLE:	Olivewood Parking	Lot	DATE:	Ţ	12/12/2019
Change Order #:	COR 15				
CHANGE DESCRIPTIO	N: Re-Locate (2) One	Way signs per City Inspecto	or		40
PAYMENT - EXTRA, AD DELETED WORK SELF PERFORMED WO			i. 3.—): ·'	-	Extra or Credit
	lf Perfomed - Material & La	ah on % Equipment		[@	
		abor & Equipment			-
General Contractor's o	•				-
Total General Contra	ctor	_		\$	-
Subcontractor #1 Mat	erial & Labor & Equipmen	t including profit		\$	1,150.00
Subcontractor #2 Mate	erial & Labor & Equipment	including profit		\$	=
Subcontractor #3 Mate	erial & Labor & Equipment	including profit		\$	-
General Contractor's or	verhead, profit, supervision	, bond fees and profit for Su	b work 5%	\$	57.50
Total Subcontractor				\$	1,207.50
General Contractor's b	ond, insurance, warranty, as	s builts <u>, clean</u> up 5 <u>%</u>			(0.20
Bend 2%, Warranty 1.5% (Histo	rical Data), As-builts 1% (RS Means	01320-20 0 -0100) Cleanup 1% (RS Mea	ns 01740-500-004 0)	\$	60.38
Total	Amount of Change Orde	er		\$	1,267.88
EXTRA OR CREDIT CHANG WITH ALL ADDS AND DED					
Approved:					
	D.		-		
District	Date:	Contractor	Dat	e:	
District		Contractor			



KIRK PAVING, INC. 8722 Winter Gardens Blvd. Lakeside, CA 92040

CA Contractors 88E #2001432 License #749206 SLBE #11KP0127 DIRR 1000002341

Estimate/Contract

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		Estin	nate Date	Estima	ste Number	
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Customer Phone Customer Fax		Olivewood-Change Order Request				
Customer Phone	Customer Fax	transmir transportation and a solid for some state of	Customer E-me		Rap	
780-630-7112			dan@sigoinc.n	et	MOL	
ı	Description		Quantity	Measure	Total	
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Agenda Item: 8.2. Ratify change orders, submitted by Straight Line General Contractors,

Incorporated for the Parking Lot Project at Palmer Way School.

Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract:

On April 24, 2019, the Governing Board awarded contract #CT3594 to Straight Line General Contractors, Incorporated for the Palmer Way Parking Lot Project, Bid No. 18-19-184B. The project was scheduled to be completed during the 2019 summer break at a cost of \$674,500.00. On October 23, 2019, the Governing Board approved change orders in the amount of \$63,864.27. Ratification of change orders listed below in the amount of \$3,585.50 would bring the total change order amount to \$67,449.77, or 10.00%.

Comments: Change Orders are caused by three things as follows:

- 1. Change in scope: Generally, a change in scope is made by a District representative when reassessing the functionality and/or aesthetics of the project during construction.
- 2. Concealed field condition: Concealed or unforeseen field conditions occur during construction when conditions are revealed that could not otherwise have been known.
- 3. New requirements by outside parties: Most construction projects require certification in one form or another by third party agencies such as the Department of State Architect (DSA), County Department of Health Services, etc. It is not unusual for these agencies to add or change requirements during the construction process and/or after the bid has been awarded.

Change Orders ratified are #CO-25, #CO-26, and #CO-31. #CO-25, \$4,327.67, is for Concealed Field Condition. #CO-26, \$608.13, is for Concealed Field Condition. #CO-31, Credit Change of (\$1,350.30), is for Change in Scope.

With these three change orders accepted, the Project will be closed out and completed.

Recommended Motion:

Ratify change orders, submitted by Straight Line General Contractors, Incorporated for the Parking Lot Project at Palmer Way School.

Financial Impact: Cost: \$3,585.50

Additional staffing costs: \$0

Other costs: \$0 One time cost

General Obligation Bond Fund

Attachments: Change Orders

Straight Line General Contractors, Inc.

CONTRACT TITLE:	Palmer Way Parking Lot	DATE:	7/16/19	
Change Order #:	COR 25			
CHANGE DESCRIPTION:	Costs for stand by time due to Soils Engineer mistake			
PAYMENT - EXTRA, ADDI DELETED WORK	FIONAL, OR		Extra or Credit	
SELF PERFORMED WORK				
General Contractor Self P	erfomed - Material & Labor & Equipment		\$	-
General Contractor's over	head_profit 15%	1	\$	-
Total General Contractor		[\$	-
0/2				
	& Labor & Equipment including profit & Labor & Equipment including profit		\$ 3,9)25.32
Subcontractor #2 Material	& Labor & Equipment including profit & Labor & Equipment including profit & Labor & Equipment including profit		\$ 3,9 \$)25.32 - -
Subcontractor #2 Material Subcontractor #3 Material	& Labor & Equipment including profit	1:	\$	96.27
Subcontractor #2 Material Subcontractor #3 Material	& Labor & Equipment including profit & Labor & Equipment including profit	1:	\$ \$ \$ 1	-
Subcontractor #2 Material Subcontractor #3 Material General Contractor's over Total Subcontractor	& Labor & Equipment including profit & Labor & Equipment including profit	52%	\$ 1 \$ 4,1	96.27
Subcontractor #2 Material Subcontractor #3 Material General Contractor's overl Total Subcontractor General Contractor's bond	& Labor & Equipment including profit & Labor & Equipment including profit nead, profit, supervision, bond fees and profit for Sub work 5	5%	\$ 1 \$ 4,1	- 96.27

Approved:				
	Date:		Date:	
District		Contractor		

* This Change Order is Rejected. See specification section 32 12 16 - 3.01A . Also see Specification Section 31 23 00 - 7.1.5 "EarthWork" in the Geotechnical report.

Trista Silvia, StudioWC

9/3/19

Description of work:

Costs for stand by time due to Soils Engineer mistake

	BREA	KDOWN	ESTIMA	TE OF D	IRECT CO	STS		3	
Contract Name:Palmer Way Parking Lot				-			Î		
Change Order # COR 25			1		General	Contractor W	Vork		f]
Item of Work		Number	L	abor	. Ma	erial		Equipment	
	Units	Manhours	Unit Cost	Total Cost	Unit Cost	Total Cost	Equ Days	Rate	Total Cost
Scope of Work									
Subtetal	- 1	- 1		\$0.00	1	\$0.00	- 1	- 1	\$0.00

KIRK PAVING, INC. 8722 Winter Gardene Blvd. Lakeelde, CA 92040

GA Contractors SBE #2091432 License #740206 SLBE #11070127

Estimate/Contract

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Customer Name & Ad	dress	Est	Smatte Date	Estimat	i Number			
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Oceanside, Ca. 92056	_		Paimer-Show Up/Re-Mob Charge					
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760-630-7112			dan@stg;inc.t	tel.	JON			
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Re/mob 15% profil/overhead				•	2,500.00 512.00			
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Jon Kirk 619-921-4496	and the second second		Total		925.32			
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Phone #	Fax #		E-	med	1000			
(619) 938-9968	(819) 938-0767		Ti-Carl	in the last	i			

Straight Line General Contractors, Inc.

CONTRACT TITLE:	Palmer Way Parking Lot	DATE:	7/	26/2019
Change Order #:	COR 26			
CHANGE DESCRIPTION	N: Repair copper water line in circle drive			
PAYMENT - EXTRA, ADI DELETED WORK	DITIONAL, OR			Extra or Credit
SELF PERFORMED WOR	LK			
General Contractor Self	Perfomed - Material & Labor & Equipment	17-	\$	528.81
General Contractor's ov	erhead <u>, p</u> rofit <u>15%</u>		\$	79.32
Total General Contrac	tor		\$	608.13
Subcontractor #1 Mater	rial & Labor & Equipment including profit		\$	-
Subcontractor #2 Mater	ial & Labor & Equipment including profit		\$	-
Subcontractor #3 Mater	al & Labor & Equipment including profit	3	\$	de.
General Contractor's over	erhead, profit, supervision, bond fees and prof	it <u>for Sub work 5%</u>	\$	-
Total Subcontractor			\$	
General Contractor's bor	nd, insurance, warranty, as builts, clean up 5%		¢	
Bond 2%, Warranty 1.5% (Histori	cal Data), A s-builts 1% (RS Means 01320-200-1100) Cleanup 19	% (RS Means 0174 0 -500-0040)	\$	-
TOTA	L		\$	608.13
	ORDERS WILL NOT BE CONSIDERED UNL			

* This Change Order is Rejected. See specification section 32 12 16 - 3.01A. Also see Specification Section 31 23 00 - 7.1.5 "EarthWork" in the Geotechnical report. If the specified and recommended overexcavations outlined in the specification sections above were performed during the original grading operations, this water line would have already been addressed.

Contractor

Trista Silvia, StudioWC 9/3/19

Approved:

District

Material Contractor Work Material Equipment Equipment 100.00 \$1150.81	\$65.00 \$390.00	Units Manhorr	Different Natifications of Walface Way Fatching Dot Solution Number Labor Labor Contest Contra Matchaus of Wolfs Walface of Wolfs Anhours of Contra Cope of Wolfs Anhours of Contra Matchaus of 11/4" copper line damaged Anhous of \$65.00 \$390.00 \$139
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Straight Line General Contractors, Inc.

			2
CONTRACT TITLE: Palmer Way 1	Parking Lot Da	ATE:	10/9/2019
Change Order #: COR 31			
CHANGE DESCRIPTION: Credit for (2)	Light heads removed per RFI 47		
PAYMENT - EXTRA, ADDITIONAL, OR DELETED WORK			Extra or Credit
SELF PERFORMED WORK			
General Contractor Self Perfomed - Mater	rial & Labor & Equipment	\$	-
General Contractor's overhead, profit 15%	<u>6</u>	\$	-
Total General Contractor	1	\$	-
	2 \$2.50		A A C
Subcontractor #1 Material & Labor & Eq	uipment including profit	\$	(1,286.00)
Subcontractor #2 Material & Labor & Equ	uipment including profit	\$	-
Subcontractor #3 Material & Labor & Equ	uipment including profit	\$	=
General Contractor's overhead, profit, sup	ervision, bond fees and profit for Sub work 5	5 <u>%</u> \$	(64.30)
Total Subcontractor		[\$	(1,350.30)
General Contractor's bond, insurance, war: Bond 2%, Warranty 1.5% (Historical Data), As-built 1% (ranty, as builts, clean up 5% (RS Means 01320-200-0100) Cleanup 1% (RS Means 01740-50	\$	
TOTAL		\$	(1,350.30)
EXTRA OR CREDIT CHANGE ORDERS WILL N WITH ALL ADDS AND DEDUCTS ACCOUNTED			
Approved:			
Date:		Date:	
District	Contractor	Date	

Agenda Item: 9. ADJOURNMENT