



OFFICE OF THE SUPERINTENDENT

REVISED

MEETING OF THE BOARD OF EDUCATION
WEDNESDAY, MARCH 18, 2020
1515 Hughes Way, Long Beach, CA 90810

A G E N D A

OPEN SESSION – 2:30 p.m., Room 464

ORDER OF BUSINESS

1. Call to Order
2. Announcements
In accordance with California Government Code Section 54950 and following, the various matters to be considered in Closed Session today will be announced.
3. Public comments on items listed on the Closed Session agenda.

CLOSED SESSION – Room 464

4. Student Discipline Matters Pursuant to CA Education Code Section 48900 and following
5. Confidential Student Matters Pursuant to CA Education Code Section 35146
6. Public Employee Discipline/Dismissal/Release
7. Public Employee Performance Evaluation: Superintendent of Schools
8. Public Employee Appointment: Elementary School Principal, Elementary School Vice Principal, Middle/K-8 School Principal, Middle/K-8 School Assistant Principal, High School Principal, High School Principal of Instruction, High School Assistant Principal, Principal Coach, Head Counselor, Director, Assistant Director, Program Specialist, Program Administrator, Administrative Assistant, Executive Officer, Assistant Superintendent, Deputy Superintendent, Superintendent of Schools
9. Conference with Legal Counsel--Anticipated Litigation
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of CA Government Code Section 54956.9 (Number of cases: 1)
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (Number of cases: 3)
10. Conference with Legal Counsel--Existing Litigation
Pursuant to paragraph (1) of subdivision (d) of CA Government Code Section 54956.9, Case Nos. LBI 1601989, 1602387, 2:19-cv-01139, 2019070907, 19-CV-02958-DSF, 2019070144, BC697290, 010838, 020671, 040204, 05A04000155, 06A04000582 and 13520691
11. Collective Bargaining Proceedings Pursuant to Government Code Section 3549.1
12. Hearing of Complaints or Charges Brought Against an Employee by Another Person or Employee Pursuant to Government Code Section 54957 for the following positions: Classroom Teachers, School Site Administrators, School Site Classified Employees. (Subject to 24 Hour Prior Notice to the Employee. This item may be heard in open session during this time period should the employee so choose pursuant to Section 54957.)

OPEN SESSION – 5:00 p.m., Community Room

ORDER OF BUSINESS

SUBJECT

DISPOSITION

13. Pledge of Allegiance and Call to Order
14. In accordance with California Government Code Section 54957.7, the reports required of 54957.1 regarding actions taken in Closed Session will be made in writing at this time. The written report forms will continue to be made available upon request to the Assistant Secretary of the Board of Education.

15.	Public Hearing	None	Information
16.	Call for Agenda Items for Separate Action/Adoption of the Agenda as Posted		Action
17.	Approval of Minutes	March 4, 2020	Action
18.	Communications	None	Information
19.	Public Testimony on Items Listed on Agenda	(3 mins./Person, limit of 30 minutes – if translation is needed, time is doubled)	
20.	Staff Report	None	Information
21.	Public Testimony on Items Not Listed on Agenda	(3 mins./Person, limit of 30 minutes – if translation is needed, time is doubled)	
22.	Business Items	<u>Action Items</u> Personnel Instruction Finance Report A Finance Report B Business Department Report Purchasing & Contracts Report	Action Action Action Action Action
23.	Other Items	<u>Superintendent Items</u> - None	Information/Action
24.	Unfinished Business	None	Information/Action
25.	New Business	2020-2021 Schedule of Board of Education Meetings and Workshops Award of Lease-Leaseback Contract for the Emerson Elementary Schools HVA Project Asset Management Advisory Committee Report for Recommendations for Non-Educational Sites Selection of New Superintendent of Schools	Action Action Action Information
26.	Report of Board Members		Information
27.	Superintendent's Report		Information
28.	Announcements		Information
29.	Adjournment & Setting of Next Meeting	The next regular business meeting will be held on <u>WEDNESDAY, APRIL 1, 2020.</u>	

ACCESS TO PUBLIC DOCUMENTS

Public records related to the open session agenda that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the Board of Education Office at 1515 Hughes Way, Long Beach, CA 90810, during regular business hours (8:00 a.m. to 4:40 p.m.).

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Board of Education Office, 1515 Hughes Way, Long Beach, CA 90810; telephone: (562) 997-8240; fax: (562) 997-8280.

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Personnel Transactions Enclosures

CATEGORY: Business Items Reason for Board
Consideration: Action

Human Resource Services Date: March 18, 2020

The following employees are retiring after many years of loyal service to the district. The Superintendent recommends that letters of appreciation be written to them in recognition of their service.

1. Certificated Personnel

It is recommended that the certificated personnel transactions indicated on the personnel report be approved as listed.

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Years of Service</u>
Barnes, Craig	Teacher	Wilson	19
Basheer, Toya	Teacher	King	26
Bowman, Jeanine	Teacher	Mann	19
Briggs, Karen	Counselor	Millikan	37
Croft, Karen	Teacher	Jefferson	16
Eckert, Christopher	Principal	Burcham	22
Edwards, Shelley	Teacher	Fremont	25
Flanders, Cameron	Teacher	Garfield	21
Jordan, Karen	Teacher	Emerson	18
Massari, Grace	Teacher	Burcham	29
Pirie, Cynthia	Teacher	Cubberley	34
Prowant, Dennis	Teacher	Cubberley	32

2. Classified Personnel

It is recommended that the classified personnel transactions indicated on the personnel report be approved as listed.

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Years of Service</u>
Buford, Brucina Denise	Custodian	Henry	39
Cruz, Francisco	Custodian	Gompers	35
Lopez, Rosa M	Head Start Inst Aide	Head Start	25
Do, Victor	Comp Supp Tech	Nutr Svcs	24



**OFFICE OF THE ASSISTANT SUPERINTENDENT
HUMAN RESOURCE SERVICES**

Jon Meyer
Human Resource Services
Long Beach Unified School District

CERTIFICATED

March 18, 2020

The Assistant Superintendent of Human Resource Services recommends the following proposed actions for Board approval subject to requirements of California law:

APPOINTMENTS

TO

Arce, Monica	Special Contract Teacher	N-Willard
Hale, Quentella	Special Contract Head Start Teacher	N-Head Start

Subject to separation if no substitute service for the school year:

Arinze, Prince	Day to Day Substitute Teacher
Chandler, Maledy	“ ”
Kropf, Paige	“ ”
Lapitan, Mario	“ ”
Larsen, Christine	“ ”
Lindsey Jr., Tonny	“ ”
Pelayo, Whitney	“ ”
Rothbart, Michael	“ ”
Weintraub, Jacob	“ ”
Williams, Nia	“ ”

INSERVICE CHANGES

Adkins Jackson, Margo	Additional Service – Additional Hourly
Brown, Matt	“ ”
Cargile, Linda	“ ”
Faulkner, Jandella	“ ”
Gonzalez, Juan	“ ”
Lausch, Yvonne	“ ”
Lopez, Nicole	“ ”
Williams-Young, Shannon	“ ”

LEAVES OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATES OF LEAVE</u>
Ahn, Helen	Teacher Hamilton	03/05/20 to 06/03/20 Family Medical Leave

LEAVES OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATES OF LEAVE</u>
Arnold, Amber	Teacher OCIPD	01/17/20 to 01/17/20 Rest and Recreation
Avalos, Mariela	Teacher CAMS	04/25/20 to 05/15/20 Child Care
Bacchus Jr., Trevor	Teacher On Leave of Absence	08/31/20 to 06/17/21 Teach in a Foreign Country
Bailey, Melissa	Psychologist On Leave of Absence	08/17/20 to 06/24/21 Other
Bershtel, Natan	Teacher On Leave of Absence	08/31/20 to 06/17/21 Other
Crocker, Ashley	Teacher Roosevelt	02/25/20 to 03/05/20 Family Medical Leave
Evans, Paula	Nurse Millikan	08/31/20 to 06/17/21 Other
Gamboa, Michelle	Teacher Browning	08/31/20 to 06/17/21 Employment, Other District
Llopis, Emmanuel	Teacher On Leave of Absence	08/31/20 to 06/17/21 Employment, Other District
Manos, Marika	Teacher On Leave of Absence	08/31/20 to 06/17/21 Employment, Other District
Marks, Nicholas	Teacher Browning	03/20/20 to 04/09/20 Child Care
Melara, Cynthia	Teacher Librarian Lincoln/Mann	05/30/20 to 06/12/20 Child Care
Mynar, Kimberly	Teacher On Leave of Absence	08/31/20 to 06/17/21 Employment, Other District
Pafford, Aida	Teacher On Leave of Absence	08/31/20 to 06/17/21 Other
Ramnaney, Nicole	Speech/Language Path Barton	02/11/20 to 02/28/20 Other
Rivera, Terri	Teacher Signal Hill	08/31/20 to 06/17/21 Employment, Other District

LEAVES OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATES OF LEAVE</u>
Taylor, Rebecca	Assistant Principal On Leave of Absence	08/17/20 to 06/24/21 Employment, Other District
Tripiano Smith, Giovanna	Teacher McKinley	08/31/20 to 06/17/21 Rest and Recreation
Warmbrand, Dawn	Speech/Language Path On Leave of Absence	08/31/20 to 06/17/21 Other
Wilson, Devon	Teacher On Leave of Absence	08/31/20 to 06/17/21 Other

RESIGNATIONS (BOARD POLICY 4117.2)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF RESIGNATION</u>
Davidson, Brandon	Teacher Jordan	08/28/18	06/12/20
Herrera-Dust, Socorro	Teacher On Leave of Absence	04/05/01	06/12/20
Le, Phuong	Psychologist On Leave of Absence	07/01/06	06/30/20
Seng, Mary Ann	Psychologist On Leave of Absence	09/10/98	07/01/20
Stiers, Denise	Teacher Willard	09/07/10	03/20/20

RETIREMENTS

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF RETIREMENT</u>
Barnes, Craig	Teacher Wilson	09/04/01	04/09/20
Basheer, Toya	Teacher King	08/13/01	06/12/20
Bowman, Jeanine	Teacher Mann	03/09/98	06/12/20

RETIREMENTS

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF RETIREMENT</u>
Briggs, Karen	Counselor Millikan	09/13/82	06/30/20
Croft, Karen	Teacher Jefferson	09/07/04	04/09/20
Eckert, Christopher	Principal Burcham	08/31/00	03/01/20
Edwards, Shelley	Teacher Fremont	09/21/94	06/12/20
Flanders, Cameron	Teacher Garfield	12/19/96	06/12/20
Jordan, Karen	Teacher Emerson	08/21/00	02/28/20
Massari, Grace	Teacher Burcham	11/1/90	06/12/20
Pirie, Cynthia	Teacher Cubberley	09/08/86	06/12/20
Prowant, Dennis	Teacher Cubberley	07/01/86	06/12/20

AMENDMENTS

03/04/20 BA Amend Leave of Absence dates from 08/31/20 to 06/17/21 to 08/17/20 to 06/24/21 for Saroyan, Lynn.

RESCISSIONS

02/20/20 BA Rescind Leave of Absence from 05/20/20 to 06/12/20 for Farias, Daisy.



OFFICE OF THE ASSISTANT SUPERINTENDENT

CLASSIFIED AND EXEMPT

Jon Meyer
 Human Resource Services Committee
 Long Beach Unified School District

March 18, 2020

The Assistant Superintendent, of Human Resource Services, recommends the following proposed actions for Board approval subject to requirements of California law:

APPOINTMENTS

TO

Classified - Probationary

Ascencio Schleuter, Jessica	Rec Aide	N-Lafayette
Belvin, Charles C	Rec Aide	N-Lafayette
Blincoe, Mike A	Maintenance Mgr	P-Maintenance
Brooks, Thelma I	Nutr Svcs Wkr	N-Lindsey
Delgado, Alexys M	Rec Aide-WRAP Expanded Learning	N-Whittier
Gonzalez, Kelisha B	IA-Spec	N-Jordan
Gonzalez, Rosio	Nutr Svcs Wkr	N-Stevenson
Ibarra Martinez, Vanessa	Child Care Wkr	N-Tincher
Joves, Victoria D	Child Care Wkr	N-MacArthur
LaParl, Ruthann G	Nutr Svcs Wkr	N-Sato
Marchael, Jessica S	IA-Spec	N-Riley
McCarty, Kelley K	Rec Aide	N-Stanford
Medina, Alexis S	Inter Payroll Acctg Tech	N-Payroll
Oliva, Marlene R	IA-Spec	N-Bufferum
Orozco, Lizbeth	Child Care Wkr	N-Gant
Salgado, Jazmin	Human Res Asst	P-HRS
Valdes, Maria D	Elem Sch Office Spv	P-Harte
Velasquez, Elizabeth G	Nutr Svcs Wkr	N-Los Cerritos
Williams, Jeremiah	Child Care Wkr	N-Burbank

Subject to separation if no substitute service for the school year

Hernandez Moreno, Ilene V	Day to Day Substitute Child Care Worker
Reyes Moraga, Laura Y	“ ”
Arellano, Julio A	Day to Day Substitute Custodian
Duran, Briceida	“ ”
Fernandez, Maria	“ ”
Jones, Ricquia B	“ ”
Ponce Zazueta, Harry R	“ ”
Robles, Cecilia	“ ”
Rush, Kimberly J	“ ”

APPOINTMENTS

TO

Subject to separation if no substitute service for the school year

Bustos De Montoya, Evelyn M	Day to Day Substitute Custodian Assistant
Franco Perez, Victor A	Day to Day Substitute Groundskeeper
Garcia, Claudia	Day to Day Substitute Nutrition Services Worker
McJunkin, Karen L	“ ”
Mercado, Leticia I	“ ”
Perez, Lida A	“ ”
Phillips, Michael S	“ ”
Agu, Petra O	Day to Day Substitute Recreation Aide
Chavez Mendoza, Raquel	“ ”
Guillory, Antoinette L	“ ”
Israel, Robin B	“ ”
Leos Lugo, Vanessa J	“ ”
Romero, Camille A	“ ”
Tuscany, Dalton J	“ ”

Exempt

Betancourt, Isaac D	Cafeteria Student Assistant
Castaneda-Esparza, Marvella	“ ”
Kim, Kenneth K	“ ”
Martinez, Jocelyn S	“ ”
Douglas-Grays, Jeremiah C	DOR-TPP Student
Julks, John T	“ ”
Battiste, Katherine R	Student Stage Assistant
Catamisan, Kristopher C	Student Tutor
Hernandez, Junior	“ ”
Ngarmnimittham, Jason A	“ ”
Taylor, Toia S	“ ”
Barragan, Kevin	Workability Student
Bartley III, Henry E	“ ”
Beck, Destinie L	“ ”
Chaney III, Thairus F	“ ”
Davis, Destiny A	“ ”
Dela Cruz, Alana M	“ ”
Franklin, Jeremy W	“ ”
Gallow Jr., Victor K	“ ”
Hernandez-Ocampo, Isaac	“ ”
Ibarra, Damian	“ ”
Johnson-Young, Jeremiah D	“ ”
Mackie, Nidia I	“ ”
Moises, Nathaniel S	“ ”
Mondragon, Brandon	“ ”

APPOINTMENTS

TO

Exempt

Munoz, Alejandro	Workability Student
Ochoa Andrade, Christian	“ ”
Ortega, Andrew J	“ ”
Poggemiller, Micah J	“ ”
Rojas, Andrew J	“ ”
Sandoval, Jacob D	“ ”
Santos, Jesus R	“ ”
Smalls, RYanne L	“ ”
Smith, Brian R	“ ”
Stull, Jessica E	“ ”
Stull, Morgan	“ ”
Temple III, Larry	“ ”
Vaitautolu, Ayden V	“ ”
Zazueta, Litzy S	“ ”
Corcoran, Gabryel J	WCW Student
Bautista Ardila, Ana Maria	Work Experience Student
Ngarmnimittham, Jason A	“ ”

Exempt

In Accordance with California Code of Regulations, Title 5, Section 5593:

Iolamo, Danira I	Instructor Athletics (HS)
Williams, Alex	Instructor Athletics (MS)

Exempt

College Student Aide

As needed, not to exceed 18 hours per week, with no authorization to work during the intersession & winter/spring break, subject to certification.

Bremer, Jake N
Dedrick, Jeremiah D
Gallegos, Ariana L

APPOINTMENTS

TO

Exempt

College Student Aide Kids' Club

As needed, not to exceed 18 hours per week, with no authorization to work during the intersession & winter/spring break, subject to certification.

Gomez, Claudia I
Gonzalez, Emily I
Pineda, Sophia G

LEAVES OF ABSENCE

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATES OF LEAVE</u>
Baker, Shanley L	IA-Spec Signal Hill	03/30/20 to 04/21/20 Rest and Recreation
Bucio, Olga	Sr Office Asst Maintenance	03/03/20 FMLA
Escalante, Leticia	Sr Health Asst Nurs Svcs	05/07/20 to 06/11/20 Rest and Recuperation
Kiser, Gina M	Behavr Int Asst Spec Ed	02/12/20 to 06/11/20 Rest and Recuperation
Leon, Marta	Int Nutr Svcs Wkr Nutr Svcs	05/07/20 to 05/15/20 Other
Quiroz, Cruz I	Child Care Wkr Riley	02/17/20 to 06/11/20 Other

SUSPENSION WITHOUT PAY

Pursuant to Chapter XI, Section 11.1 (4, 8, 9, 10) of the Rules and Regulations of the Classified Service.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
E 0041288 3	Custodian	03/19/20 to 04/01/20

TERMINATION OF SERVICE

Dismissal – pursuant to Chapter XI, Section 11.1 (8, 9, 10) of the Rules and Regulations of the Classified Service. Close of work on date indicated.

Limited Term Employee

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
E 0062114 5	Custodian	03/19/20

TERMINATION OF SERVICE

Dismissal – pursuant to Chapter XI, Section 11.1 (8) of the Rules and Regulations of the Classified Service. Close of work on date indicated.

Probationary

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>
E 0066655 5	IA-Spec	03/19/20

RESIGNATIONS (BOARD POLICY 4117.2)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF RESIGNATION</u>
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Probationary

Ibarra, Lorena	IA-Spec Hamilton	08/28/19	03/13/20
LaParl, Ruthann G	Nutr Svcs Wkr Sato	02/24/20	02/24/20

Permanent

Blanco, Kristina V	IA-Spec Jordan	09/06/16	02/26/20
Chavis, Gabriela	Inter Office Asst-Sch BI Sp Hoover	06/10/96	03/02/20

Permanent

RESIGNATIONS (BOARD POLICY 4117.2)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF RESIGNATION</u>
Conde, Annette E	Behavr Int Asst Buffum	02/23/15	03/06/20
Evans, Mary F	Behavr Int Asst McKinley	04/02/12	02/14/20
Hale, Quentella L	IA-Spec Millikan	03/16/06	03/14/20
Jara, Diana C	IA-Spec Newcomb	09/04/13	02/28/20
Later, Rebecca C	Child Care Wkr Burbank	01/01/19	03/11/20
Luna, Lev C	Rec Leader-WRAP E L Cabrillo	01/07/19	02/27/20
Molina, Judith	IA-Spec Madison	11/27/17	02/26/20
Navarro, Ana	IA-Spec BI Sp Buffum	09/06/06	02/24/20
Nunley, Jill C	IA-Spec Millikan	03/23/17	03/10/20
Plumber, Mary L	Child Care Wkr Grant	01/01/19	03/20/20
Ramirez, Kathryn N	IA-Spec Emerson	10/23/17	02/28/20
Session, Melvina D	Behavr Int Asst Spec Ed	01/08/07	01/31/20
Toledo, Ronald S	Nutr Svcs Wkr Holmes	09/23/16	01/23/20
Torres-Gonzalez, Melissa	Child Care Wkr Emerson	01/01/19	02/07/20

RETIREMENTS

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>DATE OF RETIREMENT</u>
Buford, Brucina Denise	Custodian Henry	06/01/81	06/01/20
Cruz, Francisco	Custodian Gompers	03/05/85	06/12/20
Do, Victor V	Comp Supp Tech Nutr Svcs	01/16/96	03/31/20
Garvey, Shelagh T	Lib/Med Asst Lakewood	10/20/14	05/01/20
Lopez, Rosa M	Head Start Inst Aide Head Start	09/21/94	06/19/20

AMENDMENTS

02/20/20 BA Amend Resignation Date for Bradley, Varaun from 01/06/20 to 01/09/20.

02/20/20 BA Amend Resignation Date for Gonzalez, Emily from 03/31/20 to 01/31/20.

01/22/20 BA Amend Retirement Date for Mercado, Maria from 05/29/20 to 06/01/20.

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Instruction

Enclosures

CATEGORY: Business Item/s

Reason for Board
Consideration: Action/Information

Date: March 18, 2020

1. APPROVE SCHOOL PLANS FOR STUDENT ACHIEVEMENT FOR 2019-2020

Approve the *School Plan for Student Achievement* (SPSA) for **Burcham Elementary School; Jefferson and Lindbergh Middle Schools;** and **Millikan and Reid High Schools**. Each plan has been developed and approved by the site's School Site Council and contains the components of effective planning based on student needs, assessment data, use of staff, parent involvement, and allocation of resources. Each plan has been reviewed by Equity, Access, and College & Career Readiness staff for compliance. The schools' approved SPSA for the 2019-2020 school year will also serve as an interim plan until the following school year's SPSA is revised and approved. The funding for all programs and personnel outlined in these SPSAs is reflective of the current fiscal year only.

2. APPROVE REVISED HIGH SCHOOL ACADEMIC CAREER COURSE (CTE+ART):
INTRODUCTION TO COSTUME DESIGN

Approve the revised regular status Academic Career introductory course for Renaissance High School for the Arts, *Introduction to Costume Design*. The revised course outline reflects the Linked Learning guiding principles and the LBUSD Strategic Plan's goals and objectives. Students will develop skills in fashion illustration and design in order to effectively illustrate a fashion or costume concept. This revised course receives high school graduation elective credit and is a required course in a technical sequence. In addition, this course is UC 'f' approved.

3. APPROVE THE REFUNDING APPLICATION FOR HEAD START AND EARLY HEAD START PROGRAMS

Approve the submission of the 2020-21 grant application for year two of the five year grant for the Head Start and Early Head Start (EHS) program. The refunding application proposes to serve 1,008 Head Start and 332 Early Head Start students for a total of 1,340 students and their families. Program options include a center-based option for preschool, and center-based and home-based options for Early Head Start for the period from July 1, 2020 through June 30, 2021. In addition, the application includes an expanded LBUSD Head Start and EHS service area, which adds zip codes 90712, 90713 and 90704 to align with the LBUSD enrollment boundaries. The total federal grant request for Head Start and Early Head Start is a minimum of \$25,270,327. Further, approve the signature of Yumi Takahashi, Chief Business and Financial Officer, or her designee, and the transmittal of the refunding application to Region IX, Administration for Children and Families.

Prepared by

Approved and Recommended by

James Suarez, Assistant Director
Equity, Access, and College
& Career Readiness

Christopher J. Steinhauser
Superintendent of Schools

Jill Baker
Deputy Superintendent of Schools

Ruth Ashley
Deputy Superintendent of Education Services

Pamela Seki, Assistant Superintendent
Curriculum, Instruction, Professional Development

Jay Camerino, Assistant Superintendent
High Schools

mb/js

CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Finance Report A

Enclosures _____

CATEGORY: Business Items

Reason for Board

Fiscal Services

Consideration: Action

Date: March 18, 2020

-
1. Ratify Salary Warrants issued on February 28, 2020 and transfer of funds to Payroll Clearance Fund to cover deductions as follows:

General Fund	\$	46,964,346.52
Adult Education Fund		103,192.28
Child Development Fund		1,765,274.58
Cafeteria Special Revenue Fund		1,247,121.30
Building Fund		143,658.40
Self-Insurance Fund		12,808.53
Salary Advance		<u>4,130,471.00</u>

TOTAL SALARY WARRANTS ISSUED..... \$ 54,366,872.61

2. Ratify the execution and issuance of the warrants included in the following listing. Individual warrant listings are included in the agenda and available under separate cover.

02/13/20 - 02/25/20	F57886 - F57932		
02/13/20	00508127-00508127	02/21/20	00509081-00509102
02/13/20	25742665-25742739	02/21/20	25752107-25752153
02/18/20	00508250-00508271	02/24/20	00509328
02/18/20	25744754-25744841	02/24/20	25755545-25755615
02/19/20	00508443-00508457	02/25/20	00509589
02/19/20	25747268-25747372	02/25/20	25757416-25757489
02/20/20	00508886-00508889	02/26/20	25759194-25759275
02/20/20	25750050-25750122		

Funds

General Fund	\$9,022,070.80
Adult Education Fund	384.61
Child Development Fund	93,450.80
Cafeteria Special Revenue Fund	997,132.88
Building Fund	1,810,282.10
Self-Insurance Fund	<u>3,606,651.39</u>

TOTAL WARRANTS ISSUED..... \$15,529,972.58

Recommendation

Approve/Ratify the above listed items.

Approved:

Yumi Takahashi
Chief Business and Financial Officer

Approved and Recommended:

Christopher J. Steinhauser
Superintendent of Schools

CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Finance Report B
Enclosures _____

CATEGORY: Business Items Reason for Board
Consideration: Action
Fiscal Services Date: March 18, 2020

1. Ratify the execution and issuance of the warrants included in the following listing. Individual warrant listings are included in the agenda and available under separate cover.

02/13/20 25742709
02/20/20 25750054-25750121

Building Fund \$ 4,158,582.72

TOTAL WARRANTS ISSUED..... \$ 4,158,582.72

Recommendation

Approve/Ratify the above listed items.

Approved:

Approved and Recommended:

Yumi Takahashi
Chief Business and Financial Officer

Christopher J. Steinhauser
Superintendent of Schools

CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Business Department Report Enclosures _____

CATEGORY: Business Items Reason for Board
Consideration: Action

Business Department Date March 18, 2020

Approve Proposals: Approve the following Board Initiative Proposal(s):

- Project: Provide funds to all Middle Schools for seventh grade students to visit the Museum of Tolerance in Los Angeles.

LCAP Target Area(s) Addressed: Student Engagement, School Climate and Access to a Broad Curriculum.

Estimated Cost: \$125,000
- Project: Provide funds for a mural at Sato Academy of Math & Science.

LCAP Target Area(s) Addressed: School Climate

Estimated Cost: \$12,000

Accept Gifts: Accept the following gifts to the District:

	<u>Site Name</u>	<u>Donor</u>	<u>Gift</u>	<u>Purpose</u>	<u>Amount or Amount Est. by Donor</u>
3.	Addams	Studio 1 Distinctive Portraiture	Monetary	For the benefit of the students and staff.	\$348.00
4.	Bancroft	Long Beach Century Club	Monetary	For the benefit of the students and staff.	\$500.00
5.	Beach HS	Target Field Trips	Monetary	Funding for field trip transportation.	\$700.00
6.	Buffum TLC	Studio 1 Distinctive Portraiture	Monetary	For the benefit of the students and staff.	\$354.00
7.	Burcham	Burcham PTA	Monetary	Funding for field trips.	\$2,625.00
8.	Carver	Carver PTA	Monetary	For the benefit of the Science Program.	\$4,000.00
9.	Carver	Carver PTA	Monetary	For the benefit of the students and staff.	\$10,418.06
10.	Cleveland	Cleveland PTA	Monetary	Funding for field trips.	\$700.00

	<u>Site Name</u>	<u>Donor</u>	<u>Gift</u>	<u>Purpose</u>	<u>Amount or Amount Est. by Donor</u>
11.	Cleveland	Cleveland PTA	Monetary	For the purchase of emergency water packets.	\$250.00
12.	Cleveland	Cleveland PTA	Monetary	For the purchase of walkie talkies.	\$750.00
13.	Edison	Various Donors	Monetary	For the benefit of the students and staff.	\$800.00
14.	Hughes	Long Beach Century Club	Monetary	For the benefit of the Sports Program.	\$500.00
15.	Hughes	Hughes PTA	Monetary	For the benefit of the Physical Education department.	\$1,372.28
16.	Longfellow	Executive Housekeeping	Furniture	For the benefit of the students and staff.	\$3,165.00
17.	Longfellow	Mirna Martinez	Dining Table	For the benefit of the staff lounge.	\$799.00
18.	Poly	David Kriebel	Monetary	Funding for Model UN, New York United Nations Conference.	\$500.00
19.	Poly	James and Marrietta Gillogly	Monetary	Funding for Model UN, New York United Nations Conference.	\$500.00
20.	Powell	Long Beach Century Club	Monetary	For the benefit of the Sports program.	\$500.00
21.	Sato	CSULB	Monetary	For the benefit of the students and staff.	\$400.00
22.	Stanford	Stanford PTA	Monetary	For the benefit of the students and staff.	\$9,766.07
Gifts Total			Total amount of monetary gifts on this report:		<u>\$34,983.41</u>
			Total value of non-monetary gifts on this report:		<u>\$3,964.00</u>

Recommendation:

Approve the items listed above.

Approved:

Yumi Takahashi
 Chief Business and Financial Officer

Approved and Recommended:

Christopher J. Steinhauser
 Superintendent of Schools

CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Purchasing & Contracts Report

Enclosures _____

CATEGORY: Business Items

Reason for Board
Consideration _____ Action _____

Purchasing & Contracts

Date _____ March 18, 2020

Contract Report

The following contracts are submitted for approval and available upon request:

New Agreements and Renewals - General

1. Agreement: California Conference for Equality and Justice (1920-0449-00)
Purpose: To provide the Building Bridges Youth Human Relations Camp for selected students at Avalon School.
Term: 10/18/2019 - 4/30/2020
Type: New Agreement
Cost: To be a maximum of \$2,640
Originator: Avalon
Funding Source: General Fund - LCFF

2. Agreement: California State University, Long Beach (1920-0445-00)
Purpose: The District will provide supervised fieldwork experience for university students enrolled in the Clinical and Graduate Nursing program.
Term: 2/16/2020 - 2/15/2025
Type: New Agreement
Cost: No cost to the District
Originator: Student Health Services
Funding Source: N/A

3. Agreement: Light & Life Christian Fellowship West dba Light and Life West (1920-0450-00)
Purpose: For rental of facilities for a math tutoring program for selected Grant Elementary School students.
Term: 2/18/2020 - 4/2/2020
Type: Renewal
Cost: To be a maximum of \$700
Originator: Equity, Access, and College & Career Readiness
Funding Source: ESSA: Title I, Part A, Basic Grants Low-Income and Neglected

4. Agreement: Long Beach Community College District (1920-0451-00)
Purpose: To provide dual enrollment courses through an Early College Model at Browning High School to allow students to earn transferable college credits potentially leading to a degree.
Term: 1/1/2020 - 12/31/2025
Type: New Agreement
Cost: No cost to the District
Originator: Assistant Superintendent - High Schools
Funding Source: N/A

New Agreements and Renewals - Facilities

5. Agreement: Chambers Group, Inc. (10578.01)
Purpose: To provide various California Environmental Quality Act consulting services on an as-needed basis throughout the District.
Term: 3/19/2020 - 6/30/2022
Type: New Agreement
Cost: To be a maximum of \$300,000
Originator: Facilities
Funding Source: Building Fund

Amend Agreements - General

6. Agreement: Ascent Elevator Services, Inc. (1920-0216-02)
Original Purpose: For elevator services throughout the District.
Justification: To assign and transfer all terms and conditions of this agreement to Specialized Elevator Services, LLC, effective 7/1/2019.
Originator: Maintenance
Funding Source: General Fund

Amend Agreements - Facilities

7. Agreement: American Power Security Services (10410.01)
Original Purpose: To provide security services for the Jordan High School Major Renovation project.
Justification: Align contract with extension of project.
Term: Extend contract completion date from 2/29/2020 to be through 12/31/2020.
Cost: Increase contract amount by \$85,910 from \$171,820, to be a maximum of \$257,730. All other terms and conditions to remain the same.
Originator: Facilities
Funding Source: Building Fund

Bids

The following bids are submitted for approval and available upon request:

Authorize Bid Awards

Commodity Bids - General

8. Award RFP No. 11-1920 for District-wide Internet Service Provider Services (E-Rate) and approve contract as follows:
- | | |
|-------------------------------------|-----------|
| Frontier California, Inc. | \$500,400 |
| District Cost After E-Rate Discount | \$100,080 |
| Funding Source: General Fund | |
9. Award Bid No. FS385-1920/61 for the Purchase of Dry Goods for the period of 3/19/2020 - 6/30/2020. Estimated District expenditures as follows:
- | | |
|--|-----------|
| California Dried Fruit, Inc. | \$3,000 |
| Churchfield Trading Company | \$2,900 |
| Clearbrook Farms, Inc. | \$114,900 |
| Gold Star Foods, Inc. | \$199,000 |
| Newport Farms, Inc. | \$22,550 |
| Pantelides Wholesale Grocers | \$60,500 |
| Restaurant Depot | \$19,700 |
| Sysco Los Angeles | \$50,550 |
| Funding Source: Cafeteria Special Revenue Fund | |

Construction Bids - General

10. Award Bid No. 08-1920 for Perimeter Fencing Replacement at Various Sites (Birney ES, Herrera ES, and Smith ES) and approve contract with Gold Coast Fence, Inc., for the amount of \$386,763.
Funding Source: General Fund
11. Award Bid No. 08-1920 for Perimeter Fencing Replacement at Various Sites (Monroe Site, Naples ES, Tincher K-8, and Webster ES) and approve contract with Gold Coast Fence, Inc., for the amount of \$395,183.
Funding Source: General Fund

Authorize Agency Bids - Facilities

12. Authorize the use of the California Multiple Award Schedules, Bid No. 4-20-56-0006B, on an as-needed basis, for the purchase of roofing materials and supplies, from The Garland Company, Inc., with the same advantages, terms, and conditions per Public Contract Code 10290.1. Authorization to be valid through 12/31/2024 and to include any extension periods as adopted by the agency. Estimated annual District expenditure to be \$5,000,000.
Funding Source: Building Fund; General Fund

13. Authorize the use of Irvine Unified School District, Bid No. 19/20-01FA, on an as-needed basis, for the purchase of Furniture and Equipment from Concepts School & Office Furnishings; Culver-Newlin, Inc.; G/M Business Interiors; Hamel Interiors, Inc.; McDowell & Craig Office Systems, Inc.; School Specialty, Inc.; and Southwest School Office Supply with the same advantages, terms, and conditions per Public Contract Code 10290.1. Authorization to be valid through 6/30/2020 and to include any extensions periods as adopted by the agency. Estimated annual District expenditure for this period to be \$500,000.
Funding Source: Building Fund; General Fund

Construction Change Orders

The following change orders are submitted for approval and available upon request:

Authorize Change Order - General

14. Approve Change Order No. 1 for Agreement 1819-0463-01 with Retro-Tek Energy Services, Inc., for Interior Light Fixture Replacement, District-wide, by increasing the original contract amount by \$340,384 from \$6,500,000, for a new total contract amount of \$6,840,384. Extend contract term by 127 days.
Funding Source: California Clean Energy Jobs Act

Authorize Change Order - Facilities

15. Approve Change Order No. 2 for Agreement 8401.01 with JAM Corporation, for the Fire Alarm - Phase 4 (Grant and Harte) project, by increasing the contract amount by \$20,914.06 from \$1,591,000.00, for a new total contract amount of \$1,611,914.06. Previous change order was for extension of time only.
Funding Source: Building Fund

Membership Approvals

Authorize District Memberships

- (A) National Academy Foundation - MBA
[Originator-Millikan/\$2,000]
- (B) National Academy Foundation - MIT
[Originator-Millikan/\$2,000]

Purchase Orders

Approve District Purchase Orders

16. Approve purchase orders written during the period 2/1/2020 through 2/29/2020. A detailed list of purchase orders is available upon request.
- | | | |
|----------|-------------------|----------------|
| Contract | C673494 - C673533 | \$3,314,022.59 |
| Regular | P193761 - P194169 | \$1,757,090.38 |
| Stock | S834166 - S834184 | \$144,143.68 |
17. Approve Nutrition Services purchase orders written during the period 2/1/2020 through 2/29/2020. A detailed list of purchase orders is available upon request.
- | | | |
|---------|---------------|--------------|
| Regular | 32420 - 32489 | \$340,994.53 |
|---------|---------------|--------------|

Recommendation

Approve and/or ratify the contracts, and take action on the bids as listed above.

Approved:

Approved and Recommended:

Yumi Takahashi
Chief Business and Financial Officer

Christopher J. Steinhauser
Superintendent of Schools

RH/RK/sp; BS/sc

**BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT**

SUBJECT: 2020-2021 Schedule of Board of Education
Meetings and Workshops

Enclosures: None

CATEGORY: New Business

Reason for Board
Consideration: Action

Date: March 18, 2020

BACKGROUND:

Board of Education meetings are scheduled for the first and third Wednesdays of each month. Exceptions/changes are sometimes made to avoid conflicts with holidays, winter and spring breaks, or other significant days. Per city charter, the Board reorganization meeting must be the third Monday in July.

Board of Education workshops are scheduled for 1-2 days, several times a year.

RECOMMENDATION:

That the Board of Education approve the following 2020-2021 Board Meetings and Workshops schedule:

MEETINGS

2020

July 20
August 19
September 2, 16
October 7, 21
November 4, 18
December 2, 16

2021

January 13
February 3, 17
March 3, 17
April 14
May 5, 17 (Monday)
June 2, 23

WORKSHOPS

August 18-19, 2020
November 17-18, 2020
March 16-17, 2021

Approved and Recommended by:



Christopher Steinhauser
Superintendent of Schools

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Award of Lease-Leaseback Contract Enclosures: Yes
for the Emerson Elementary School HVAC Project
("Project")

CATEGORY: New Business Item Reason for
Board Consideration: ACTION
Business Services Date: March 18, 2020

BACKGROUND:

On March 1, 2017, the Board of Education ("Board") approved Resolution No. 030117-B and adopted procedures for evaluating qualifications of lease leaseback ("LLB") contractors in accordance with Assembly Bill AB2316, which amends Sections 17400 and 17406 of the Education Code and provides a new statutory framework for the solicitation and award of lease-leaseback contracts. Under these newly enacted provisions, lease-leaseback contracts must be solicited and awarded to the proposer providing the best value to the District pursuant to a competitive request for qualifications and proposal process.

Following approval of Resolution No. 030117-B, the District issued Requests to Prequalify and for Statement of Qualifications for Preliminary and Construction Services ("RFQ") in accordance with Education Code section 17406. The District's intent was to add to the pool of qualified contractors that the District plans to maintain for two (2) years from which, proposals on certain projects will be solicited. District staff advertised and issued that RFQ, which identified all criteria that the District would consider in evaluating the proposals and qualifications of the proposers.

A total of 11 firms submitted prequalification packets and proposals. Each of these proposals were reviewed and evaluated per the established procedures. Based on the scoring, nine (9) firms were selected for the pool of qualified firms ("Pool"). This Pool was approved by the Board of Education on July 16, 2018.

On April 23, 2019, the District issued to the Pool a Request for Proposals for the Emerson Elementary School HVAC project ("Project"). The District received proposals from five (5) of the ten (10) pre-qualified firms. These proposals were evaluated to determine the 'best value' for the District based on criteria including: Costs and strength of firms pre-construction services; Total cost of the project including contractor overhead & profit; Total cost of financing; Strength and experience of the staff proposed for the project; Strength of the firms local hire & local business participation commitments; and the firms approach and methodology for executing the project.

Based upon the strength of the proposal submitted, it was determined that 2H Construction, Inc. provided the best value to the District. The remaining four (4) firms were ranked in descending order based upon their proposals.

RFQ/RFP documentation, including final scoring results are on file in the Facilities Procurement Department and are available for review.

FISCAL IMPLICATION:

Due to the 'Open Book' nature of the LLB construction methodology, all financial components of the project are made open and available for the District to review. This format allows the District to review the contractor's actual costs and negotiate specific elements of the construction contract to best meet the needs of the District. Once the total cost of the work is known, the District pays the contractor a previously agreed upon fee which includes customary overhead and profit.

Following negotiations with 2H Construction, Inc. the Guaranteed Project Cost ("GPC") for this project has been agreed to be \$16,085,684. A breakdown of the project costs are included in Attachment A.

RECOMMENDATION:

Recommend approval of awarding the Lease-Leaseback contract for the Emerson Elementary School HVAC project to 2H Construction, Inc.

Approved:

Approved and Recommended:

Yumi Takahashi
Chief Business and Financial Officer

Christopher J. Steinhauser
Superintendent of Schools

Name of firm: 2H Construction, Inc.

Project Name: Emerson Elementary School HVAC Project

GUARANTEED PROJECT COST

ITEM	AMOUNT	ADDITIONAL INFORMATION
Total Construction Cost	\$ 13,300,000	Direct cost of construction.
General Conditions & General Requirements	\$ 616,800	Contractor costs to manage the project.
District Controlled Contingency	\$ 1,330,000	To address unforeseen conditions.
Overhead & Profit	\$ 565,842	4% of total construction costs including general conditions, general requirements, contingency, bonds, & insurance.
Bonds and Insurance	\$ 229,250	Bonding and insurance coverage for contractor.
Preliminary Services	\$ 36,565	Includes pre-construction work and reviews of designs for constructability.
Financing Costs	\$ 7,227	Financing cost of lease payments.
Total Guaranteed Project Cost	\$ 16,085,684	

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Presentation of the Long Beach Unified School District Asset Management Advisory Committee Report for Recommendations for Non-Educational Sites Enclosures: Yes

CATEGORY: New Business Item Reason for Board Consideration: Action
Business Services Date: March 18, 2020

BACKGROUND:

On October 2, 2017 the Board of the District approved “Resolution No. 100217-A Authorizing Formation of an Asset Management Advisory Committee” and authorized the appointment of a surplus property asset management advisory committee (“Advisory Committee”). On September 18, 2019, the Board authorized the Advisory Committee to review the below vacant and non-vacant non-educational District properties (hereinafter “Properties”):

Vacant Sites:

- 999 Atlantic Avenue, Long Beach, CA; and
- 4310 Long Beach Boulevard, Long Beach, CA

Non-Vacant Sites:

- 1515/1511 Hughes Way, Long Beach, CA;
- 723 Long Beach Blvd, Long Beach, CA;
- 2201 E. Market St., Long Beach, CA;
- 2425 Webster Ave., Long Beach, CA; and
- 2700 Pine Ave., Long Beach, CA.

The Advisory Committee met seven times between August 27, 2019 and March 11, 2020 to review information and data about the Properties, including: a presentation on the process for disposing of property and the roles and responsibilities of the Advisory Committee; District-wide demographics and historical and future enrollment projections; preliminary title reports, valuation analyses and photographs of the Properties; and data on maintenance of the Properties. The District also held a public hearing to obtain input from the community regarding disposition options on February 11, 2020. No members of the public appeared to provide comments.

Based on the information reviewed and considered by the Advisory Committee, pursuant to Education Code section 17390, the Advisory Committee prepared the attached Long Beach Unified School District Asset Management Advisory Committee Report and Recommendations for Non-Educational Sites (“Asset Management Report”), **Exhibit A**, which makes certain findings relating to the Properties and recommends that the Board deem the Properties surplus.

The recommendations state as follows:

Vacant sites: The District is incurring on-going maintenance and operations costs due to the vacancy at these Properties. The Advisory Committee recommends that the Board take steps to immediately dispose of the Vacant Sites through a sale at the highest and best use value.

If a sale is not feasible, then the Advisory Committee recommends that the Board authorize staff to provide a further analysis that assesses options for disposing of the Vacant Sites, including through a lease or exchange.

Non-Vacant Sites: The Advisory Committee recommends that the Board authorize staff to provide a further analysis, in a report or presentation to the Board that assesses the options for disposing of the Non-Vacant Sites, including through a sale, lease or exchange. Options should include steps for proceeding through a lawful disposition process that is in the best interests of the District and community. The Advisory Committee further recommends that the Board make fiscally responsible decisions and consider sound investment strategies related to the Non-Vacant Sites.

Pursuant to Education Code section 17390, the Advisory Committee presents to the Board its Asset Management Report for review and consideration.

RECOMMENDATION:

Recommend that the Asset Management Report be received and reviewed by the Board.

Approved by:

Approved and Recommended:

Yumi Takahashi
Chief Business & Financial Officer

Christopher J. Steinhauser
Superintendent of Schools

LONG BEACH UNIFIED SCHOOL DISTRICT

Asset Management Advisory Committee

Report on Findings and Recommendations for Non-Educational Sites

at

999 Atlantic Avenue, Long Beach, CA 90813

4310 Long Beach Boulevard, Long Beach, CA 90807

1515/1511 Hughes Way, Long Beach, CA 90810

723 Long Beach Blvd, Long Beach, CA 90813

2201 E. Market St., Long Beach, CA 90805

2425 Webster Avenue, Long Beach, CA 90810

2700 Pine Avenue, Long Beach, CA 90810

Presented to the Board of Education on

March 18, 2020

Submitted by:

Asset Management Advisory Committee

Christine Kelly

Kathleen Hill

Marlene Gumbs

Michael Slaughter

Renna Gunion

Rick Turrentine

Ray Sharp

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I. EXECUTIVE SUMMARY

This report is intended to assist the Long Beach Unified School District Board of Education (“Board”) in reviewing the use of the District’s non-educational sites, as discussed herein.

Under the leadership of the Board, the District has proactively been evaluating the District’s non-educational sites, including their management and use to ensure that they are operating efficiently while serving the best interests of the District’s students and community. This includes, among other things, ensuring that they are centrally located within the District to provide quick and convenient access for the District’s staff, parents and students, and that they are efficiently configured.

This report contains recommendations to the Board from the Board appointed Asset Management Advisory Committee (“Advisory Committee”) on utilization and disposition of the District’s **non-educational sites**.

Further, the **non-educational sites** are grouped into two categories: Vacant Sites and Non-Vacant Sites.

II. INTRODUCTION TO THE ASSET MANAGEMENT ADVISORY COMMITTEE

Pursuant to Education Code section 17388 “[t]he governing board of any school district may, and the governing board of each school district, prior to the sale, lease, or rental of any excess real property, except rentals not exceeding 30 days, shall, appoint a district advisory committee to advise the governing board in the development of districtwide policies and procedures governing the use or disposition of school buildings or space in school buildings which is not needed for school purposes.” Education Code section 17389 requires that the advisory committee be composed of not less than seven (7) or more than eleven (11) members, representative of the following: “(a) The ethnic, age group, and socioeconomic composition of the district; (b) The business community, such as store owners, managers, or supervisors; (c) Landowners or renters, with preference to be given to representatives of neighborhood associations; (d) Teachers; (e) Administrators; (f) Parents of students; and (g) Persons with expertise in environmental impact, legal contracts, building codes, and land use planning, including, but not limited to, knowledge of the zoning and other land use restrictions of the cities or cities and counties in which surplus space and real property is located.”

A. Advisory Committee Mandate

The objective of the Advisory Committee is to develop a set of recommendations regarding the amount of surplus property in the District and the future utilization of such surplus property. Pursuant to Education Code section 17390, the Advisory Committee shall do all the following:

“(a) Review the projected school enrollment and other data as provided by the district to determine the amount of surplus space and real property.

(b) Establish a priority list of use of surplus space and real property that will be acceptable to the community.

(c) Cause to have circulated throughout the attendance area a priority list of surplus space and real property and provide for hearings of community input to the committee on acceptable uses of space and real property, including the sale or lease of surplus real property for child care development purposes pursuant to Section 17458.

(d) Make a final determination of limits of tolerance of use of space and real property.

(e) Forward to the district governing board a report recommending uses of surplus space and real property.”

B. Asset Management Advisory Committee Formation and Membership

On October 2, 2017 the Board of the District approved “Resolution No. 100217-A Authorizing Formation of an Asset Management Advisory Committee” and authorized the appointment of a surplus property Asset Management Advisory Committee. The Advisory Committee is comprised of the following members, seven (7) individuals meeting the required categories of representation:

- | | | |
|----|-------------------|-----------------------------------|
| 1. | Christine Kelly | Teacher Representative |
| 2. | Kathleen Hill | District Composite Representative |
| 3. | Marlene Gumbs | Landowner/Renter Representative |
| 4. | Michael Slaughter | Parent/Guardian of a Student |
| 5. | Renna Gunion | Landowner/Renter Representative |
| 6. | Rick Turrentine | Business Representative |
| 7. | Ray Sharp | Administrative Representative |

Officers of the Advisory Committee are Rick Turrentine, Chair; Renna Gunion, Vice Chair; and the Secretary position was delegated to District staff.

The following individuals serve as resource staff and provide assistance on behalf of the District to the Advisory Committee:

1. Alan Reising, Business Services Administrator
2. David Miranda, Executive Director, Facilities
3. Melanie Nazarbekian, Assistant Project Manager
4. Maria Ruiz, Secretary to the Executive Director
5. Sarine A. Abrahamian, Esq., Orbach Huff Suarez & Henderson LLP, Legal Counsel

Between August 27, 2019 and March 11, 2020, the Advisory Committee met seven (7) times on the following dates:

August 27, 2019

September 24, 2019

October 23, 2019

November 19, 2019

December 19, 2019

February 11, 2020

March 11, 2020

All Advisory Committee meetings were subject to and adhered to the Brown Act.

The Advisory Committee held a public hearing on February 11, 2020 at 5:15 pm for community input concerning its findings and recommendations. The public was notified of the hearing by posting the hearing notice as follows, at least two (2) weeks before the meeting:

1. District's Administrative Offices;
2. Principal's Office of each District school; and
3. District website.

However, no one from the public attended the hearing, and thus no comments were made.

C. Properties and Process

On September 18, 2019, the Board authorized the Advisory Committee to review the following non-educational District properties (collectively "Properties" or individually "Property") depicted in **Exhibit "A"**:

- 999 Atlantic Avenue, Long Beach, CA; and
- 4310 Long Beach Boulevard, Long Beach, CA (collectively, "Vacant Sites")

and **Exhibit "A-1"**:

- 1515/1511 Hughes Way, Long Beach, CA;
- 723 Long Beach Blvd., Long Beach, CA 90813;
- 2201 E. Market St., Long Beach, CA 90805;
- 2425 Webster Ave., Long Beach, CA 90810; and
- 2700 Pine Ave., Long Beach, CA 90810 (collectively, "Non-Vacant Sites")

The Advisory Committee was asked to assess whether the Vacant Sites and Non-Vacant Sites should be declared surplus, and if so, to recommend the next steps accordingly.

The Advisory Committee was provided with and reviewed substantial information and data for consideration regarding the Properties, including the following:

- A presentation on the process for the disposition of surplus property
- Overview of the District's demographics and existing school sites
- Preliminary title reports for the Properties
- Valuation analyses for the Properties
- District-Wide historical and future enrollment projections
- Photographs of the Properties
- District data on maintenance of the Properties.

(This and other information provided to the Asset Management Committee can be located and reviewed here: <http://lbschoolbonds.net/asset-mgmt-committee.cfm>.)

After meeting and reviewing the above information for the Properties, the Advisory Committee was tasked with preparing a recommendation to the Board on acceptable uses of space and real property, including the sale or lease of the Properties.

III. SUMMARY OF ADVISORY COMMITTEE FINDINGS

Based upon all the information reviewed and considered by the Advisory Committee, the following conclusions and findings are presented to the Board:

1. The Advisory Committee reviewed the Properties in accordance with the requirements set forth under Education Code sections 17388, *et seq.*
2. All of the Properties are non-educational sites and two of the Properties are currently vacant (999 Atlantic Ave. and 4310 Long Beach Blvd.).
3. The maintenance costs for the Vacant Sites are a significant financial burden to the District. Further, the District must expend considerable resources to ensure trespassers are not at the Vacant Sites for health and safety reasons. By surplussing and disposing of the Non-Vacant sites, the resources expended on maintaining the Vacant Sites could be reallocated to other school facilities purposes.
4. The District's administrative and support functions are dispersed among several of the Non-Vacant Sites. The District seeks to consolidate and reorganize the facilities that provide these services. By relocating and consolidating services and staff at the Non-Vacant Sites to more centralized locations, this would create a more efficient administrative operation and lower operating costs for the District.
5. Overall District enrollment has declined over the prior five years and is projected to continue to decline over the next ten years.
6. Based on the foregoing, the Advisory Committee finds that the Properties are not needed for future use as educational or non-educational facilities, and as further outlined below, recommends that they be deemed surplus.

IV. OVERVIEW OF VACANT SITES

A. 999 Atlantic Avenue

1. Property Overview

999 Atlantic Avenue was acquired by the District in 1999 (see Preliminary Title Report, attached as **Exhibit “B”**).

For over 14 years, the District utilized the Property to house the District’s personnel commission and bond office, but the Property has been vacant since Fall 2014. The District is incurring on-going maintenance and operation costs due to the vacancy at this Property, as set forth in more detail in **Exhibits “P” and “Q”**.

2. Property Site Characteristics

The Property consists of a three-story Class B office building with a first-floor garage and subterranean garage. The land area is 14,800 square feet. The building area is 19,876 square feet.

The Property is located within the Downtown Long Beach Planned Development PD-30 zone. Allowed uses include basic professional services such as beauty/nail shops, sales and repair shops, business headquarters and offices, governmental uses, basis retail sales, etc.

The Property is in a neighborhood surrounded by retail services, offices, medical services, churches, schools, etc. Specifically, the Property is bounded by:

To the north:	hospital
To the east:	office building
To the west:	First Lutheran School (private school)
To the south:	First Lutheran Preschool (private school)

3. Property Valuation

In order to determine the fair market value of the Property, the District retained Curtis Rosenthal, Inc. to prepare a valuation of the Property. The Summary Basis of the Appraisal is attached as **Exhibit “C”**. The purpose of the valuation is to determine the fair market value of the Property by estimating the “as-is” market value at its highest and best use. The market value of the Property is valued at \$3,085,000 as of September 17, 2019.

B. 4310 Long Beach Boulevard

1. Property Overview

4310 Long Beach Boulevard was acquired by the District in 1998 (see Preliminary Title Report, attached as **Exhibit “D”**). For over 10 years, the District utilized the Property to house the District’s Special Education Division and the Office of Media Services (“OMS”) but is currently

vacant and has been since Fall 2017. The District is incurring on-going maintenance and operations costs due to the vacancy at this Property, as set forth in more detail in **Exhibit “Q”**.

2. Property Site Characteristics

The Property consists of a single-tenant, two-story office building built in 1979. The land area is 14,960 square feet. The building area is 17,512 square feet with a net rentable area of 16,948 square feet.

The Property is located within the Community Commercial District with a zoning designation of Community Automobile-Oriented District. Allowed uses include retail and service uses for an entire community including convenience and comparison shopping for goods and associated services. Examples include rental car services, equipment sales and rentals, banks, restaurants, public and semi-public uses, basic personal services and live/work units.

The Property is in a neighborhood surrounded by retail services, offices, medical services, churches, schools, etc. Specifically, the Property is bounded by:

- To the north: single-family residences
- To the east: single-family residences
- To the west: single-family residences
- To the south: commercial and office uses

3. Property Valuation

In order to determine the fair market value of the Property, the District retained Curtis Rosenthal, Inc. to prepare a valuation of the Property. The Summary Basis of the Appraisal is attached as **Exhibit “E”**. The purpose of the valuation is to determine the fair market value of the Property by estimating the “as-is” market value at its highest and best use. The Property is valued at \$1,670,000 as of September 17, 2019.

V. OVERVIEW OF NON-VACANT SITES

A. 1515/1511 Hughes Way

1. Property Overview

1515/1511 Hughes Way was acquired by the District in 1995 (see Preliminary Title Report, attached as **Exhibit “F”**). For over 24 years, the District has utilized the Property for administrative office space. The Property is located at the extreme edge of the District boundaries, and there are no public transportation services that serve the location. To better serve its students and promote academic success, it is preferable for the District’s office to be more centrally located to the school sites and readily accessible by public transportation for parents, students and the community at large to be able to access the services of the District office.

2. Property Site Characteristics

The Property consists of a four-story, elevator-served, single-tenant office building plus 50% undivided interest in the adjacent parking structure. The land area is 104,108 square feet (2.390 acres). The building area of the parking structure is 169,365 square feet and the building area of the office building is 78,936 square feet. The office building was constructed in 1984.

The Property is located within the West Long Beach Business Park Planned Development PD-26 zone. Allowed uses include the general array of light manufacturing, office, research and development uses.

The Property is in a neighborhood surrounded by light industrial and office uses. Specifically, the Property is bounded by:

- To the north: parking garage
- To the east: office building
- To the west: office building housing an industrial company
- To the south: Hughes Way; across Hughes Way is a parking lot

3. Property Valuation

In order to determine the fair market value of the Property, the District retained Curtis Rosenthal, Inc. to prepare a valuation of the Property. A Summary Basis of the Appraisal is attached as **Exhibit “G”**. The purpose of the valuation is to determine the fair market value of the Property by estimating the “as-is” market value at its highest and best use. The market value of the Property is \$13,640,000 as of December 31, 2019.

B. 723 Long Beach Boulevard (Oropeza Parking Lot)

1. Property Overview

723 Long Beach Boulevard was acquired by the District in 1964 (see Preliminary Title Report, attached as **Exhibit “H”**).

The Property consists of 25 parking stalls which the District utilizes for employees at Oropeza Elementary School.

2. Property Site Characteristics

The Property consists of a 7,500 square foot rectangular parcel of land, currently used as a parking lot.

The Property is located within the Downtown Long Beach Planned Development PD-30 zone. Allowed uses include basic professional services such as beauty/nail shops, sales and repair shops, business headquarters and offices, governmental uses, basis retail sales, etc.

The Property is in a neighborhood surrounded by retail services, restaurants, and schools, etc. Specifically, the Property is bounded by:

- To the north: retail stores
- To the east: Long Beach Blvd. and restaurants across Long Beach Blvd.
- To the west: Oropeza Elementary School
- To the south: parking lot and restaurant

3. Property Valuation

In order to determine the fair market value of the Property, the District retained Curtis Rosenthal, Inc. to prepare a valuation of the Property. The Summary Basis of the Appraisal is attached as **Exhibit “I”**. The purpose of the valuation is to determine the fair market value of the Property by estimating the “as-is” market value at its highest and best use. The market value of the Property is \$725,000 as of October 24, 2019.

C. 2201 E. Market Street

1. Property Overview

2201 E. Market Street was acquired by the District in 1987 (see Preliminary Title Report, attached as **Exhibit “J”**).

The District utilizes the Property as a Warehouse/Purchasing Branch with parking and loading facilities. The Property is located near the northeast edge of the District’s boundaries. A more central location would improve access and streamline distribution services to the school sites to better serve the needs of the school community.

2. Property Site Characteristics

The Property consists of a 1969-built, single-tenant industrial building situated on 7.93 acres of land with a gross building area of 151,485 square feet, and a 23,640 square foot building.

The Property is located within the light industrial district which allows a wide range of industries whose primary operations occur entirely within enclosed structures. The emphasis is on industrial, manufacturing, and related uses, small-scale office and commercial uses intended to serve nearby industries and employees.

The Property is in a neighborhood surrounded by retail services, industrial buildings, warehouses and apartments:

- To the north: industrial buildings and warehouses
- To the east: railroad tracks
- To the west: retail uses
- To the south: multi-family residences

3. Property Valuation

In order to determine the fair market value of the Property, the District retained Curtis Rosenthal, Inc. to prepare a valuation of the Property. The Summary Basis of the Appraisal is attached as **Exhibit “K”**. The purpose of the valuation is to determine the fair market value of the Property by estimating the “as-is” market value at its highest and best use. The market value of the Property is valued at \$24,500,000 as of October 24, 2019.

D. 2425 Webster Avenue

1. Property Overview

2425 Webster Avenue was acquired by the District in 1953 (see Preliminary Title Report attached as **Exhibit “L”**.)

The District uses a portion of the site as its Building Services Department. It is located on the western edge of the District boundaries. A more central location to the District’s educational facilities would improve access and service to the community.

2. Property Site Characteristics

The portion of the Property utilized by the District’s Building Services Department consists of a single-tenant space with a total of six buildings situated on 6.92 acres of land with a gross building area of 58,120 square feet.

The Property is located within the institutional district which allows for public and institutional uses including botanical gardens or nurseries, churches, schools, colleges, vocational training centers, fire stations, government offices, libraries, medical centers, police stations, etc.

The Property is in a neighborhood surrounded by residences, religious facilities, and a school:

- To the north: religious facility and parking lot
- To the east: freeway; across the freeway industrial property
- To the west: residences
- To the south: school, community garden

3. Property Valuation

In order to determine the fair market value of the portion of the Property utilized by the District’s Building Services Department, the District retained Curtis Rosenthal, Inc. to prepare a valuation of that portion of the Property. The Summary Basis of the Appraisal is attached as **Exhibit “M”**. The purpose of the valuation is to determine the fair market value of the portion of the Property utilized by the District’s Building Services Department by estimating the “as-is” market value of that portion at its highest and best use. The market value of the Building Services Department portion of the Property was valued at \$10,500,000 as of October 24, 2019.

E. 2700 Pine Avenue

1. Property Overview

2700 Pine Avenue was acquired by the District in over thirty years ago (see Preliminary Title Report attached as **Exhibit “N”**.)

The District uses a portion of the site as its Transportation Department. It is located on the western edge of the District boundaries. A more central location to the District’s educational facilities would improve access and service to the community.

2. Property Site Characteristics

The portion of the Property utilized by the District’s Transportation Department consists of a single-tenant space with a 10,000 square foot, one-story building constructed in 1953.

The Property is located within the Midtown Specific Plan Transit Node District which allows for live entertainment, movie theaters, restaurants with entertainment, financial, professional and personal services, institutional uses such as government offices, fire and police stations, residences, etc.

The Property is in a neighborhood surrounded by a school, retail establishments, and medical facilities:

- To the north: school and park facilities
- To the east: parking facility and train station
- To the west: medical facilities
- To the south: retail establishments

3. Property Valuation

In order to determine the fair market value of the portion of the Property utilized by the District’s Transportation Department, the District retained Curtis Rosenthal, Inc. to prepare a valuation of the Property. The Summary Basis of the Appraisal is attached as **Exhibit “O”**. The purpose of the valuation is to determine the fair market value of the portion of the Property utilized by the District’s Transportation Department by estimating the “as-is” market value at its highest and best use. The market value for the Transportation Department’s portion of the Property is valued at \$3,250,000 as of October 24, 2019.

VI. DISTRICT DEMOGRAPHICS AND ENROLLMENT TRENDS

A. District Demographics

The District predominately serves youth in the City of Long Beach. The District provides public education to grades Transitional Kindergarten through 12th grade. The District is comprised of forty-six (46) elementary schools, twenty-five (25) middle and K-8 schools, and fifteen (15) high

schools. The District schools are in the City of Long Beach, Lakewood, Signal Hill, and Avalon on Catalina Island.

B. Enrollment Trends Overview

On September 24, 2019, the Advisory Committee was provided with and reviewed enrollment reports showing trends at the elementary, middle, and high school levels. These reports, attached as **Exhibit “R”**, include a presentation on historical and projected enrollment at the District, as well as data indicating enrollment numbers and school capacity. During the meeting, the District provided the Advisory Committee with the most current enrollment numbers for the 2019-2020 academic year, which are specified below.

C. Historical Enrollment Trends

Exhibit “R” provides five (5) years of historical enrollment data from the 2015-2016 academic year through the 2019-2020 academic year.

The historical enrollment data indicates a gradual decline in enrollment across the elementary, middle, and high school levels over the relevant period. Total student enrollment for the 2015-2016 academic year was 74,269. In comparison, the District’s total student enrollment for the 2019-2020 academic year is approximately 67,599, *a decrease in over 6,600 students*.

D. Enrollment Projections

Based on the District’s historical enrollment trends, the District projected enrollment for the next ten (10) years by calculating the recent kindergarten enrollment trends, modified by live birth data, changes in the grade level cohorts of students served as it moves across the years, changes in “out of district” enrollment, and changes in the number of dwelling units within the District. Overall District enrollment trends suggest that the District has sufficient capacity at its schools to meet school enrollment projections.

The District anticipates an overall decline in student enrollment over the next ten (10) years. The overall student enrollment for the 2019-2020 academic year is 67,599. The District anticipates the overall student enrollment for the 2028-2029 academic year to decrease to 55,699, a decrease in approximately 11,900 students.

Thus, based on the projected overall decrease in student enrollment and the fact that District schools will not be operating at full student capacity due to the projected enrollment decline, the District does not need additional school sites or other types of District facilities at this time.

VII. RECOMMENDATIONS

The Advisory Committee considered the following uses for the Properties at the public hearing held on February 11, 2020:

- Sale of the Properties;
- Lease of the Properties; and
- Exchange of the Properties.

Based upon the above conclusions and findings and the Advisory Committee’s review of the District’s goals, Property information, and enrollment projections, the Advisory Committee makes the following recommendations to the Board pursuant to Education Code sections 17388 and 17390:

A. Vacant Sites

1. 999 Atlantic Ave. The Advisory Committee recommends 999 Atlantic Avenue be deemed surplus property. For over 14 years, the District utilized the Property to house the District’s personnel commission and bond office, but the Property is now vacant and has been since Fall 2014. The District is incurring on-going maintenance and operation costs due to the vacancy at this Property as set forth in more detail in **Exhibits “P” and “Q.”**
2. 4310 Long Beach Blvd. The Advisory Committee recommends 4310 Long Beach Boulevard be deemed surplus property. For over 10 years, the District utilized the Property to house the District’s Special Education Division and the OMS office but is currently vacant. The District is incurring on-going maintenance and operations costs due to the vacancy at this Property as set forth in more detail in **Exhibit “Q”**.

The Advisory Committee recommends that the Board take steps to immediately dispose of the Vacant Sites through a sale at the highest and best use value.

If a sale is not feasible, then the Advisory Committee recommends that the Board authorize staff to provide a further analysis, in a report or presentation to the Board, that assesses options for disposing of the Vacant Sites, including through a lease or exchange. Further staff recommendations should include steps for proceeding through a lawful disposition process that is in the best interests of the District and community.

B. Non-Vacant Sites

1. 1515/1511 Hughes Way. The Advisory Committee recommends that 1515/1511 Hughes Way be deemed surplus property. The Property is located at the extreme edge of the District boundaries, and there are no public transportation services that serve the location. To better serve its students and promote academic success, it is preferable for the District’s office to be more centrally located to the school sites and readily accessible by public transportation for parents, students and the community at large to be able to access the services of the District office.
2. 723 Long Beach Boulevard. The Advisory Committee recommends that 723 Long Beach Boulevard be deemed surplus property. The Property consists of 25 parking stalls which the District utilizes for employees at Oropeza Elementary School. Increased parking stalls with improved security and access for teachers should be included in any future development of the site.

3. 2201 E. Market Street. The Advisory Committee recommends 2201 E. Market Street be deemed surplus property. The District utilizes the Property as a Warehouse/Purchasing Branch with parking and loading facilities. The Property is located near the northern edge of the District's boundaries. A more central location would improve access for the District to improve and streamline its distribution services to the school sites to better serve the needs of the school community.
4. 2425 Webster Avenue. The Advisory Committee recommends that a portion of 2425 Webster Avenue be deemed surplus property. The District utilizes a portion of the Property as its Building Services. The Property is located near the western edge of the District's boundaries. A more central location would improve access for the District's school facilities and community.
5. 2700 Pine Avenue. The Advisory Committee recommends that the portion of 2700 Pine Avenue utilized by the District's Transportation Branch be deemed surplus property. The District utilizes a portion of the Property as its Transportation Department. The Property is located near the western edge of the District's boundaries. A more central location would improve access for the District's school facilities and community.

The District's administrative and support functions are dispersed among several of the Non-Vacant Sites. The District seeks to consolidate and reorganize the facilities that provide these services. By consolidating sites and services and relocating services and staff at the Non-Vacant Sites to more centralized locations, this would create a more efficient administrative operation and lower operating costs for the District. The Advisory Committee recommends that the Board authorize staff to provide a further analysis, in a report or presentation to the Board, that assesses options for disposing of the Non-Vacant Sites, including through a sale, lease or exchange. Further staff recommendations should include steps for proceeding through a lawful disposition process that is in the best interests of the District and community. The Advisory Committee further recommends that the Board make fiscally responsible decisions and consider sound investment strategies related to the Non-Vacant sites.

EXHIBITS AND ATTACHMENTS

Exhibit A	Property Maps – Vacant Sites
Exhibit A-1	Property Maps – Non-Vacant Sites
Exhibit B	999 Atlantic Avenue Preliminary Title Report
Exhibit C	999 Atlantic Avenue Summary Basis of the Appraisal
Exhibit D	4310 Long Beach Blvd. Preliminary Title Report
Exhibit E	4310 Long Beach Blvd. Summary Basis of the Appraisal
Exhibit F	1515/1511 Hughes Way Preliminary Title Report
Exhibit G	1515/1511 Hughes Way Summary Basis of the Appraisal
Exhibit H	723 Long Beach Blvd. Preliminary Title Report
Exhibit I	723 Long Beach Blvd. Summary of the Basis of the Appraisal
Exhibit J	2201 E. Market St. Preliminary Title Report
Exhibit K	2201 E. Market St. Summary of the Basis of the Appraisal
Exhibit L	2425 Webster Avenue Preliminary Title Report
Exhibit M	2425 Webster Avenue Summary Basis of the Appraisal
Exhibit N	2700 Pine Avenue Preliminary Title Report
Exhibit O	2700 Pine Avenue Summary Basis of the Appraisal
Exhibit P	Condition and Maintenance Report
Exhibit Q	Maintenance Cost Reports
Exhibit R	District Enrollment Trends

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Selection of New
Superintendent of Schools

Enclosures: None

CATEGORY: New Business

Reason for Board
Consideration: Information

Date: March 18, 2020

RECOMMENDATION:

The Board of Education will receive an update on the process for selecting a new Superintendent of Schools.

Approved and Recommended:

Christopher Steinhauser
Superintendent of Schools