DRAFT

FACILITIES PLANNING and CONSTRUCTION
MASTER CALENDAR
FY 2010 - 2011

NO.	RESP PARTY	ACTIVITY	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11
1	CB	**Annual Staff Augmentation Agreement**	• Start negotiations with Staff Augmentation firms				• Staff provide Staff Augmentation Agreements to BOE for approval							
2	CB /JS	**Annual FACILITIES Operations Budget Report**	• Staff provide SDUSD Approved Budget to FPC	• FPC provide Annual SDUSD Budget to FULL ICOC										
3	CRP	**Annual ICOC Report**					• Staff identify deliverables for ICOC report	• Staff provide prelim stats • ICOC Consultant provide DRAFT report to AUD and FULL ICOC	• Staff provide final stats • ICOC Consultant provide FINAL report to AUD and FULL ICOC	• Final Annual ICOC Report published and distributed				
4	CRP	**Annual Prop S Brochure/Flyer**			• Annual brochure/flyer published and distributed									
5	GH	**Annual Labor Compliance Report to Dept of Industrial Relations (DIR)**	• Staff finalize Labor Compliance report	• Staff provide Labor Compliance report to DIR										• Staff start preparing Labor Compliance report
6	GH	**Annual ICOC Financial Audit**	• Financial audit firm selected and approved	• Financial audit starts				• AUD receive FINAL Financial Audit and reports to FULL ICOC						
7	GH	**Annual ICOC Performance Audit**		• Performance audit firm selected and approved	• Performance audit starts			• AUD receive FINAL Performance Audit and reports to FULL ICOC						
8	JW /DR	**Annual Deferred Maintenance Plan**	• PPO provide Deferred Maintenance Plan to CON & FPC	• CON & FPC provide Deferred Maintenance Plan to Full ICOC										
9	SM	**Annual District FACILITIES Report**	• Annual District FACILITIES report published and distributed									• Staff prepare PRELIM Annual District FACILITIES report	• Staff prepare DRAFT Annual District FACILITIES report	• Staff prepare FINAL Annual District FACILITIES report
10	SM	**Annual District Bond Sale Coordination**	• BOE approval of Bond Sale	• Bond Sale									• Initial meeting with Bond Advisor	• Coordination meeting with Bond Advisor
11	JW	**ICOC Semi-Annual Bond Sale Report**	• Bond Advisor provide Bond Sale report to FPC	• Bond Advisor provide Bond Sale report to FULL ICOC					• Bond Advisor provide Bond Sale report to FPC	• Bond Advisor provide Bond Sale report to FULL ICOC				
12	GH	**Quarterly American Subcontractors Association (ASA) Meeting**			• District / ASA Meeting - 1st Monday @ 12:00			• District / ASA Meeting - 1st Monday @ 12:00			• District / ASA Meeting - 1st Monday @ 12:00			• District / ASA Meeting - 1st Monday @ 12:00
13	JW /LD	**Quarterly 5-Year Implementation Plan Approval (as needed)**			• Staff provide 5-Yr Plan to BOE for approval			• Staff provide 5-Yr Plan to BOE for approval			• Staff provide 5-Yr Plan to BOE for approval			• Staff provide 5-Yr Plan to BOE for approval
14	JW /RP	**Quarterly SDUSD Financial Report**		• Finance provide SDUSD Finance report to FPC	• FPC provide SDUSD Finance report to FULL ICOC		• Finance provide report to FPC	• FPC provide Finance report to FULL ICOC		• Finance provide report to FPC	• FPC provide Finance report to FULL ICOC		• Finance provide report to FPC	• FPC provide Finance report to FULL ICOC
15	LD /DL	**Quarterly Information Technology Report**		• IT provide report to CON	• CON provide IT report to FULL ICOC		• IT provide report to CON	• CON provide IT report to FULL ICOC		• IT provide report to CON	• CON provide IT report to FULL ICOC		• IT provide report to CON	• CON provide IT report to FULL ICOC
16	SM	**Quarterly Prop S BOE Update**		• Staff provide Prop S BOE Update to BOE	• Staff provide Prop S BOE Update to FPC	• FPC provide Prop S BOE Update to FULL ICOC	• Staff provide Prop S BOE Update to BOE	• Staff provide Prop S BOE Update to FPC • End of Year Prop S Financial report to BOE	• FPC provide Prop S BOE Update to FULL ICOC	• Staff provide Prop S BOE Update to BOE	• Staff provide Prop S BOE Update to FPC	• FPC provide Prop S BOE Update to FULL ICOC	• Staff provide Prop S BOE Update to BOE	• Staff provide Prop S BOE Update to FPC
17	SM	**Quarterly All Hands Meetings**			• Ex Dir conducts All Hands Mtg			• Ex Dir conducts All Hands Mtg			• Ex Dir conducts All Hands Mtg			• Ex Dir conducts All Hands Mtg
18	GH	**Bi-Monthly Associated General Contractors (AGC) Meeting**		• District / AGC Meeting - 1st Monday @ 12:00		• District / AGC Meeting - 1st Monday @ 12:00		• District / AGC Meeting - 1st Monday @ 12:00		• District / AGC Meeting - 1st Monday @ 12:00		• District / AGC Meeting - 1st Monday @ 12:00		• District / AGC Meeting - 1st Monday @ 12:00
19	SM /CB	**Bi-Monthly City / District Coordination Meeting**		• City / District Meeting - Every Other Month on Wed @ 9:30		• City / District Meeting - Every Other Month on Wed @ 9:30		• City / District Meeting - Every Other Month on Wed @ 9:30		• City / District Meeting - Every Other Month on Wed @ 9:30		• City / District Meeting - Every Other Month on Wed @ 9:30		• City / District Meeting - Every Other Month on Wed @ 9:30
20	CB /JS	**Monthly Program Controls Report**	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC	• Staff provide Program Controls report to FPC
21	CRP	**Monthly Communications Report**	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC	• Staff provide Comm report to FULL ICOC
22	DW	**Monthly Construction Management Report**	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON	• Staff provide CM report to CON

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23	GH	**Monthly Joint Labor Management Meeting**	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00	• District / Union Meeting - 2nd Tuesday @ 8:00
24	GH	**Monthly Project Stabilization Agreement (PSA) Training**	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00	• PSA training session - 3rd Tuesday @ 1:00
25	GH	**Monthly Labor Compliance Workshop**	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00	• Labor Compliance Workshop - 1st Friday @ 1:00
26	GH	**Monthly ICOC PSA Workforce Utilization Report**	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON	• Staff provide PSA report to CON
27	JW /KL	**Monthly Outreach Report**	• Staff provide Outreach report to CON and Outreach narrative to FULL ICOC	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON and Outreach narrative to FULL ICOC	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON and Outreach narrative to FULL ICOC	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON and Outreach narrative to FULL ICOC	• Staff provide Outreach report to CON	• Staff provide Outreach report to CON
28	LD	**Monthly ICOC Site Visits & Reports**	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC	• CON to visit Project Sites & report to FULL ICOC
29	LD	**Monthly Project Management Report**	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON	• Staff provide PM report to CON
30	LD	**Monthly i21 Report**	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON	• Staff provide i21 report to CON
31	LD /EL	**Monthly i21 Functional Classroom Report**	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00	• Staff provide i21 Functional report to Directors - 4th Wednesday @ 9:00
32	LD /EL	**Monthly i21 E-Rate Report**	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00	• Staff provide E-Rate report to Directors - 1st Wednesday @ 9:00
33	SM	**Monthly FACILITIES / OSS Coordination Meeting**	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday	• FACILITIES / OSS Mtg - 4th Thursday
34	LD /DL	**Bi-Weekly i21 Executive Committee Meeting**	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30	• i21 Executive Committee Meetinga - Every Other Friday @ 9:30
35	DW	**Weekly Construction Status Report**	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00	• Staff provide Construction report to Directors - Wednesdays @ 9:00
36	GH /AH	**Weekly Peoplesoft Troubleshooting Meeting**	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00	• FACILITIES / Procurement Mtg - Mondays @ 1:00
37	LD /BH	**Weekly Non Bond Contract Award Report**	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00	• Staff provide Non Bond report to Directors - Wednesdays @ 9:00
38	LD /EL	**Weekly i21 Status Report**	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00	• Staff provide i21 status report to Directors - Wednesdays @ 9:00
39	LD /GC	**Weekly Prop S Contract Award Report**	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00	• Staff provide Prop S report to Directors - Wednesdays @ 9:00
40	SM	**Weekly Executive Directors' Report**	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays	• Ex Dir provide weekly report to Deputy Sup - Fridays
41	SM /DR	**Weekly PPO / FACILITIES Coordination Meeting**	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00	• PPO / FACILITIES Mtg - Tuesdays @ 8:00

NOTE: **> ICOC = Independent Citizens Oversight Committee; GOV = Governance Subcommittee; FPC = Finance, Planning, Controls Subcommittee; CON = Construction Subcommittee; AUD = Audit Subcommittee; BOE = Board of Education; FACILITIES = Facilities Planning and Construction; PPO = Physical Plant Operations**

> AH = Art Hanby; BH = Bill Henning; CB = Chuck Brown; CRP = Cynthia Reed-Porter; DL = Darryl LaGace; DR = Drew Rowlands; DW = Don Webb; EL = Evan Leslie; GC = Giovanni Capano; GH = George Harris; JS = Joel Splittgerber; JW = Jim Watts; KL = Karen Linehan; RP = Ro Polley; SM = Stu Markey