

San Bruno Park School District

District Surplus Facilities (7-11) Advisory Committee

Date: Monday, November 27, 2017
Time: 6:00 – 7:30 PM
Location: District Office Board Room – 500 Acacia Avenue, San Bruno

Committee Members: Wendy Al-Mukdad, Leo Alvarez, Kerry Burns, Kathy Cannon, Teri Chavez, Raul Gomez, Paul Linden, Alejandra Meza, Judith Puccini, Christine Sonnenburg, Denis Vorrises

Agenda for Third Meeting

- 6:00 pm Call to Order and verification of quorum with any introductions – Wendy Al-Mukdad
- 6:05 pm Minutes of November 13, 2017 meeting – Wendy Al-Mukdad
- 6:10 pm Brief Review of Committee’s responsibilities – Marilyn Cleveland
Prepare recommendations to the District Board regarding school closure and surplus properties
- 6:15 pm Brief review of information previously provided – Marilyn Cleveland
- 6:25 pm Information requested at November 13, 2017 meeting:
- a) Reconcile acreage of sites – Paul Disario
 - b) Information regarding applications for new developments (provided at first meeting) –ff Paul Disario
 - c) Best practices for location of schools (California Department of Education checklist) – Paul Disario
- 6:35 pm Discuss and identify factors regarding school consolidation/closure for consideration -- Stella Kemp and Marilyn Cleveland
- a) Factors identified at November 13, 2017 meeting:
 - i. Projected Enrollment
 - a. Anticipated development in the attendance area
 - b. Residency of students attending school
 - c. Geographic distribution of schools
 - ii. Facility and Site Safety, Accessibility, and Functionality
 - a. Opportunity for expansion of campus
 - b. Number of classrooms
 - c. Functionality of school
 - d. Excess capacity
 - e. Condition of buildings

- 6:50 pm Discuss and build template for surplus property matrix – Stella Kemp and Marilyn Cleveland
- 7:15 pm Review sample template for Committee’s formal report of recommendations to the Board – Marilyn Cleveland
- 7:20 pm Public Comment
- 7:25 pm Communication to the public
- a) Superintendent Update – Stella Kemp
 - a. Preparation for Committee’s public hearing, including date, time, place, agenda and notice
 - b. Confirm future meeting schedule:
 - December 2, 2017 Tour of District Sites
 - December 4, 2017
 - December 18, 2017
 - January 8, 2018
 - January 22, 2018 Public Hearing
 - January 29, 2018 (If needed)
 - February 5, 2018 (If needed)
 - February 14, 2018 Board meeting to receive Committee report
- 7:30 pm Adjournment – Wendy Al-Mukdad