

## DISTRICT SURPLUS FACILITIES (7-11) ADVISORY COMMITTEE

October 30, 2017

The District Surplus Facilities (7-11) Advisory Committee of the San Bruno Park School District held its first meeting on October 30, 2017 at the District Office, 500 Acacia Avenue, San Bruno.

### **WELCOME AND INTRODUCTIONS**

The meeting was called to order by Dr. Kemp at 6:00 pm.

The following District members were present:

Stella M. Kemp, Ed.D. Superintendent  
Wendy Richard, Associate Superintendent Business Services

The following Committee members were present:

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

Committee Resource: Marilyn Cleveland, Esq., DWK Attorneys at Law  
Marcus Hibser, HY Architects  
Todd Lee, Greystone West

Thirteen people signed the register.

### **INTRODUCTIONS**

Dr. Kemp welcomed the group and made introductions. Each person introduced themselves.

### **COMMITTEE'S ROLE IN SURPLUS PROPERTY DISPOSITION**

Marilyn Cleveland gave the background information on the legal parameters of a "7-11" committee. She explained the following:

- **Surplus Property Determination**  
Community must be involved before decisions are made about school closure or use of surplus space.
- **Purpose of committee**  
Advise Board in developing District-wide policies and procedures governing the use or disposition of school buildings not needed for school purposes.
- **Committee Consists of 7 to 11 members**  
Representative of ethnic, age group, socio-economic composition of district, business community, teachers, landowners or renters, administrators, parents and persons with expertise in environmental impact. Committee is subject to Brown Act.
- **Committee duties**  
Review projected school enrollment and other data to determine amount of surplus space and real property. Establish a priority list of surplus space and real property acceptable to community. Provide hearings of community input on acceptable uses of space, including sale or lease for child care development (Ed. Code 17458). Make final determination of limits of tolerance of use of space and real property. Provide a report to the Board recommending determination of whether real property is surplus and recommended uses.
- **7-11 Committee Actions**  
Review demographics; investigate potential surplus sites; evaluate district needs; evaluate market for property; formulate recommendations hold public hearing; finalize recommendations.
- **Public Offerings**  
Public offerings before leasing property; public offerings prior to sale or lease with option to purchase; Naylor Act (requires land be offered to city, part or recreation district, regional park or county)
- **Uses of Proceeds**  
Sale or lease with option to purchase; straight lease

## **SUPERINTENDENT'S VISION**

Dr. Kemp introduced the 21<sup>st</sup> Century Learning PowerPoint that was presented at the September 27, 2017 Governing Board meeting.

### **Mission Statement:**

*The San Bruno Park School District educates and empowers all students to thrive academically, socially and emotionally to be contributing members of society.*

### **District Vision:**

*San Bruno Park School District will engage and inspire our students to be productive critical thinkers who embrace diversity, curiosity and innovation throughout their lives.*

Ultimate Goal for the district is to have fiscal resources to provide an equitable education program for today and tomorrow.

Dr. Kemp reviewed the Budget Advisory Committee's priorities and recommendations:  
Special Education Reconfiguration  
Increase Revenue  
Attract, Retain and Develop Certificated and Classified Staff

She reviewed the cost savings progress to date and additional cost savings options. She spoke regarding enrollments trends, changing demographics, and 21<sup>st</sup> Century workspace for Schools with Tomorrow Inside (common core and NGSS; 21<sup>st</sup> Century Skills; physical space considerations for students and staff).

### **ENROLLMENT TRENDS**

Dr. Kemp reviewed the enrollment trends within the District. A map of San Bruno was prepared by Decision Insight showing where students are enrolled within the city.

### **FINANCIAL CONDITION OF DISTRICT**

Ms. Richard spoke about the financial status of the District. In spring, 2017, San Mateo County Office of Education cited the district as lack of going concern with a negative budget status. We must have a 3% reserve on the books at all times. The district is moving forward but still in negative status. We are in the process of starting the 1<sup>st</sup> Interim Budget which will be presented to the Governing Board in December, 2017.

### **ELECTION OF CHAIR**

The committee is required to elect a Chair. This person will run the meetings and work on agenda items. The Committee elected Ms. Al-Mukdad as the Chair person.

### **PUBLIC INPUT**

There was none.

## **INFORMATION REQUESTED FOR NEXT MEETING**

Mr. Gomez requested the following information for each site be brought back to the next meeting:

- 1) Actual attendance with neighborhood students
- 2) Intradistrict attendanceô voluntary
- 3) Intradistrict attendanceô involuntary
- 4) Interdistrict attendance
- 5) Review Total School Solutions Report which was done in prior years (possibly 2005 to 2012)

Ms. Al-Mukdad would like to set dates for committee to visit each school site.

## **FUTURE MEETING DATES**

November 13, 2017

November 27, 2017

December 4, 2017

December 18, 2017 (if needed)

January 8, 2018 (if needed)

January 22, 2018 (if needed)

## **ADJOURNMENT**

Dr. Kemp adjourned the meeting at 7:47 pm.