

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

December 4, 2017

The District Surplus Facilities (7-11) Advisory Committee of the San Bruno Park School District held its fifth meeting on December 4, 2017 at the District Office, 500 Acacia Avenue, San Bruno.

The meeting was called to order 6:10 PM

The following District members were present:

Stella Kemp, Ed.D., Superintendent

Wendy Richard, Associate Superintendent Business Services

The following Committee members were present:

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

Committee Resource: Marilyn Cleveland, Esq., DWK Attorneys at Law

### **APPROVAL OF MINUTES FOR NOVEMBER 27, 2017 AND DECEMBER 2, 2017**

Kathy Cannon made the motion to accept the minutes with corrections, of November 27, 2017, and December 2, 2017; Kerry Burns second and passed unanimously.

### **DEBRIEF TOUR OF DISTRICT'S ELEMENTARY SCHOOL SITES**

Dr. Kemp debriefed the committee on the tour taken Saturday, December 2. 9 members attended the tour along with Marco Casazza, one of the district's maintenance staff. Dr. Kemp gave information on enrollment. Listed below by site are the observations from the committee:

#### **Allen**

Slopes in hallways

Not ADA compliant

Not secure campus

Unusable space

Space to build while existing school is open

Good location for District Office site

Need traffic study regarding drop off

Site could be modernized  
Kindergarten not on site (3 rooms)  
Campus sloped

### **Belle Air**

Airport proximity  
Newest facility  
Secure facility  
One entry point  
Limited traffic entry  
Only school east of El Camino  
Health facility  
Baseball fields  
4H Garden  
1 active PG&E gas line  
Vacant classrooms  
Protected wetlands

### **El Crystal**

Limited parking  
Limited access  
Hard to find  
Not ADA compliant  
\*Small school  
Not built to be a school  
Meeting space (cafeteria area) does not meet current capacity  
Not sufficient capacity  
Adjacent to park  
Kindergarten upstairs: access by stairs or outside of ramp  
Strong parent community  
Good weather  
STEM Program

### **John Muir**

Campus security ó no front gate (or not closed)  
Large campus: room for expansion  
Near El Crystal  
Unused playfields  
Nice courtyard  
Gas transmission line near by

Good traffic accessibility  
Need ADA upgrades

### **Rollingwood**

Large site  
Drainage issues ó water in and out  
Room for growth ó largest campus  
Could do K-8  
Only school with bus stop  
Need traffic study re improving access  
Part of site not usable  
Interior hallways  
Multiuse and office adequate

### **Portola**

Close to bedrock ó shallow soil  
Foggy  
Large site  
Laid out in pods  
Difficult to expand building  
At capacity  
Good for STEM because of layout  
Steep grade to approach  
Need traffic study  
Safety concerns for walking  
Newest campus  
Most attractive campus

## **EVALUATE SCHOOLS IN RELATION TO FACTORS REGARDING SCHOOL CLOSURE/SURPLUSING**

The committee reviewed maps showing how many students go out of district to other school districts. The schools were South San Francisco, San Mateo/Foster City, Pacifica, Millbrae, Jefferson Elementary, Hillsborough, Burlingame, Bayshore and Redwood City. The committee ranked the sites based on certain criteria. The ranking was as follows:

0-doesn't meet the criteria  
1-moderately meets the criteria  
2-meets the criteria  
(See addendum #1)

Tom Shannon gave information to clarify that the last 7-11 Committee has recognized Hesselgren/District Office property was recommended for surplus but no action was taken. Marilyn then suggested that all property be reviewed and included when preparing the comprehensive report.

### **DISCUSS TEMPLATE FOR COMMITTEE'S FORMAL REPORT**

This was tabled till the next meeting.

### **PUBLIC COMMENT**

Rebecca Hayes a parent from El Crystal, had several questions on the process once a recommendation is made.

### **COMMUNICATION TO THE PUBLIC**

1. Dr. Kemp suggested the committee review the maps for the next meeting. The base for classrooms to be 25:1. The District will produce the number of classrooms per school so that the committee knows the capacity of the sites. District will prepare a chart. The superintendent reminded the committee that no decisions have been reached. The committee is still processing information.

Public hearing will be on January 22, 2018 at 7 pm in the Allen site-multipurpose room. This will be the meeting for the public to voice their opinions.

Next meeting will be December 18, 2017 between 6-8 pm. Other documents to be provided to committee members at the next meeting:

The chart with capacity and enrollment information provided at the November 13 meeting

- a) The Decision Insite map in color
- b) The 2013 final report with information about the District Office/Hesselgren site
- c) The Board resolution after presentation of that final report
- d) The Comparative Evaluation Form for School Sites.

Future meetings:

December 18, 2017

January 8, 2018

January 22, 2018 (this will be public hearing meeting)

January 29, 2018 (if needed)

February 5, 2018 (if needed)

February 14, 2018 presentation of recommendations to the Board of Trustees

## **ADJOURNMENT**

Ms. Al-Mukdad adjourned the meeting at 7:42 PM

**ADENDUM #1**

SAN BRUNO PARK SCHOOL DISTRICT

**Comparative Evaluation Form for School Sites**

<b>Accessibility, functionality, site safety</b>				
	Can the school be upgraded?	Is the property suitable for modernization or expansion?	Is the school's path of travel ADA compliant?	Does the site create vehicular travel impacts?
Allen <b>32</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>11</b>
Belle Air <b>73</b>	<b>21</b>	<b>22</b>	<b>21</b>	<b>9</b>
El Crystal <b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>
Hesselgren Primary District Office Revisit				
John Muir <b>77</b>	<b>22</b>	<b>22</b>	<b>17</b>	<b>16</b>
Parkside				
Portola <b>53</b>	<b>10</b>	<b>14</b>	<b>21</b>	<b>8</b>
Rollingwood <b>63</b>	<b>11</b>	<b>22</b>	<b>19</b>	<b>11</b>

**After responding to these questions, divide schools into 3 groups by score**

<b>Three (3) groups of schools based on Accessibility, functionality, site safety</b>			
	Lowest scores	Moderate scores	Highest scores
Allen	<b>32</b>		
Belle Air			<b>73</b>
El Crystal	<b>3</b>		
Hesselgren Primary District Office			
John Muir			<b>77</b>
Parkside			
Portola		<b>53</b>	
Rollingwood		<b>63</b>	

<b>Geographic distribution of schools</b>		
	Is the student population within the attendance area sufficient to support a 500 student school?	Does the community support walking to school?
Allen		
Belle Air		
El Crystal		
Hesselgren Primary District Office		
John Muir		
Parkside		
Portola		
Rollingwood		

**After responding to these questions, divide schools into 3 geographic areas**

<b>Three (3) groups of schools based on geographic distribution</b>			
	Group 1	Group 2	Group 3
Allen			
Belle Air			
El Crystal			
Hesselgren Primary District Office			
John Muir			
Parkside			
Portola			
Rollingwood			

<b>Student enrollment</b>			
	What is the current student enrollment?	What is the projected student enrollment in 5 years, including students from new developments?	How many students living in the attendance area have transferred to other districts?
Allen			
Belle Air			
El Crystal			
Hesselgren Primary District Office			
John Muir			
Parkside			
Portola			
Rollingwood			

