

**Meeting Notes: Facilities Master Plan Committee – Meeting No. 1**

Wednesday, September 10, 2014

Attendees

**Committee Members:** Brian Byun, Mike Carlton, Shannon Coin, Coni Cullimore, Brenda Dyckman, Natalie Elefant, Joe Eyre, Alfred Hong, Jill Jene, Scott Kaufman, Katie Kinnaman, Derek Pitcher, Tanya Raschke, James Reilly, Brooke Schiller, Mrinalini Sharma, Shali Sirkay, Gerald Sorensen, Mike Trainor

**Staff:** Jeff Baier, Edsel Clark, Randy Kenyon

**Consultants:** Tom Hodges (facilitator), Lori Larson, Lisa Gelfand (architect)

1. Welcome and Call to Order
  - a. Mr. Hodges called the meeting to order at 7:05 p.m.
2. Public Comment: Mr. Aronson, member of the public, addressed the committee.
3. Purpose of FMPC and Charge of Committee
  - a. Mr. Baier shared an overview of board priorities to date, with the first priority being to deal with enrollment growth. He also shared the purpose of the committee by reviewing the 'Master Facility Planning Direction' handout (see attached) and noted that the committee will be making recommendations to the school board. Reference material:  
Enrollment Growth Task Force Report:  
[http://www.losaltos.k12.ca.us/files/user/1/file/enrollment\\_growth\\_task\\_force\\_report.pdf](http://www.losaltos.k12.ca.us/files/user/1/file/enrollment_growth_task_force_report.pdf)
  - b. Mr. Hodges outlined the purpose and explained the committee's focus at the next meeting to prioritize existing facilities and identify categories that are of importance.
4. Introductions: Mr. Hodges asked each committee member to introduce himself/herself. See attached sign-in sheet.
5. Elements of the Facilities Master Plan:
  - 5.1 Enrollment Growth Options:
    - a. Review of 'Overview of Enrollment Growth Options' handout.
    - b. Mr. Kenyon presented background information on the District's and BCS' enrollment growth and shared options the board is considering to deal with the growth.
    - c. A well rounded and diverse group of individuals provided recommendations and outcomes as defined in the "Superintendent's Enrollment Growth Task Force – Final Report dated May 24, 2013". He also highlighted that student enrollment is at its highest level in 40 years, that current enrollment is significantly higher than last year's enrollment, and that the diverse task force recommended that the District pursue two options as outlined which includes new school site options.

- d. A committee member questioned what the target school size is at Los Altos Schools and Mr. Kenyon responded that the district's target enrollment for a large school is 560 students, with no schools more than 600 students.
- e. The District anticipates future growth for three main reasons:
  - i. Additional housing being built
  - ii. State's push for mandatory transitional kindergarten for all 4 year olds.
  - iii. Housing turnover where families with kids are moving in.

## 5.2 Discussion on Improvements to Existing School Sites:

- a. Mr. Hodges explained the prioritization ranking sheet and its purpose. The initial task this committee will address is prioritizing improvements on the existing campuses. Analyzing and making recommendations on growth options will be taken up in future meetings, as more information on growth opportunities becomes available.
- b. Ms. Gelfand presented information on facility and educational standards including the asset reserve analysis as outlined in the committee members' handouts, the energy use report and the guiding principles that led to develop LASD model school requirements, and work done to date on the draft master plan.
- c. A notable option for the District is to convert Jr. High Schools, Blach and Egan to grade six through eight, Ms. Gelfand reviewed how these schools could accommodate the inclusion of grade six and explained what the school sites could look like. See presentation attached.
- d. Ms. Gelfand explained the 'model school' elements for each slide. A committee member asked how many students would be at Blach and Egan if they remain a 7/8<sup>th</sup> grade schools. Mr. Kenyon responded that if those schools remain 7/8<sup>th</sup> grade schools that their target enrollment would still be 560 students.
- e. Committee member questions and responses below:
  - Q: What does the District's operating fund pay for and what will the bond pay for?
  - R: Mr. Kenyon responded that almost none of the discussed assets can be paid for by the District's general operating funds. There is only \$300K of deferred maintenance money to pay for routine maintenance items, not these facilities improvements.
  - Q: Is there other ways to receive money for items such as PV through the state or a grant? What about joint use facilities? Also, what would the general fund be able to pay for if PV was installed as part of the bond?
  - R: Mr. Kenyon responded that the District is currently receiving energy grants from the state, and there are currently two joint-use facilities within the District.
  - Q: What are the benefits for a middle school with 6-8<sup>th</sup> grades vs. 7-8<sup>th</sup> grades?
  - R: Mr. Clark responded that there are pros and cons for both types of middle schools however, the research is unclear as which type is a better option for students. A Middle School study will be distributed that outlines a previous committee's work on the subject.

Q: Are the state standards as reviewed during the presentation code required or recommendations?

R: Ms. Gelfand responded that the state standards are guidelines and recommendations for exterior spaces, while the interior spaces are more restrictive and are more code driven.

6. **Next Meeting:** Mr. Hodges noted that the next meeting is September 24 at 7 p.m.

7. **Adjournment:** Mr. Hodges adjourned the meeting at 9:00 p.m.

**Attachments:**

- Master Facility Planning Direction
- Overview of Enrollment Growth
- Improvements to Existing School Sites Presentation

**2014 Meeting Schedule:**

September 10	September 24
October 8	October 22
November 5	November 19
December 3	December 17