



Menlo Park City School District

Facility Master Planning Update
Board Meeting April 9, 2013

Meeting Outline

- Background Information
- Review Additional Requested Information by Board
- Staff Recommendations
- Discussion
- Public Comment
- Board Direction



Process to Date

- ▶ Negotiated short term lease with GAIS in 2009-10 to provide flexibility to deal with increased enrollment
 - ▶ Superintendent forms Ad Hoc Committee to study enrollment
 - ▶ June 2012
 - ▶ Meeting and “Preliminary Notice to Terminate Lease” with GAIS
 - ▶ October 2012
 - ▶ Enrollment Projection Study Report
 - ▶ Board Meeting December 11, 2012
 - ▶ Development of Guiding Principles to focus Board decision-making process
 - ▶ Approved at January 15, 2013 Board Meeting
 - ▶ Stakeholder Meetings (Community, PTO, Staff, Foundation, and Leadership)
 - ▶ 12 Meetings with the various groups
 - ▶ Special Board Meetings March 6 & 20, 2013
 - ▶ Discuss Options
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The Situation

- ▶ Enrollment is projected to increase over at least the next 10 years, and MPCSD lacks the facility capacity at our existing elementary campuses to absorb additional students without making major program changes
 - ▶ Projected enrollment range through 2022 of 3000-3350
 - ▶ Need to plan for 3230 with flex to increase to 3350 students
 - ▶ Hillview capacity is sufficient to meet 6-8 projections at existing class sizes with a full utilization of the campus



The Situation

- ▶ The District faces some key decisions to address this growing enrollment:

- Tonight's Decision
 - ▶ Should we increase K-5 classroom capacity, or change our programs to make due with existing capacity?
 - ▶ If we add capacity, should it be added at existing elementary campuses or by opening O'Connor?
- Future Meetings
 - ▶ If we open O'Connor, how could we use the site? How does each option affect the educational program, configuration and attendance boundaries for each schools? What will it cost to open O'Connor?



Background Information

School	2007 Master Plan			2009 Master Plan Revisions		Enrollment
	Targeted Peak Enrollment	Number of Standard Classrooms	Student Capacity	Number of Standard Classrooms	Student Capacity	2012-13
Encinal	680-700	32 + SDC	704	34 + SDC	763	755
Laurel	380-395	20	400	23	484	489
Oak Knoll	680-700	34	720	34 +SDC	763	742
Hillview	920-960	TBD	960	48	950-1050	812
TOTALS	2660 - 2755	-	2784	-	2997	2798

Encinal School K-5

- Approx. 10 acres
- Includes District Office and TERC
- Laurel feeds into Encinal

Laurel School K-3

- Approx. 6.5 acres
- No gym facility

Hillview School 6-8

- Approx. 9.4 acres

Oak Knoll School K-5

- Approx. 8.1 acres
- At capacity with no additional space to expand

O'Connor Site (Leased to GAIS)

- Approx. 6.1 acres
- Single building with 10 classrooms and office
- No major improvements since 1950's
- Early notification to terminate: April 10
- Earliest use of facility July 2014

Guiding Principles

▶ **Necessary Conditions**

- Ensure total District capacity will sufficiently meet projected 10 year enrollment range
- Ensure timely implementation for bringing additional capacity on-line

▶ **Principles**

EDUCATIONAL EXPERIENCE

- a) Foster effective educational environments for all District students
- b) Provide a comparable educational opportunity to all District students
- c) Promote our core values: engagement, innovation, leadership, partnership and perseverance

SCHOOL AND DISTRICT CULTURE

- a) Promote cohesive schools, neighborhoods and District community
- b) Foster community through school sizes and configurations

OPERATIONS

- a) Promote effective short and long-run operational and facility costs
 - b) Provide adequate flexibility and optimize the use of space at all grade levels
 - c) Promote safe routes to school and consider community traffic and neighborhood impacts
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Review of Requested Information from March 20, 2013 Board Meeting

1. Could the District accommodate projected enrollments at the existing schools during the next 2–3 school years without using O'Connor?
2. Are there options to share facilities with GAIS for the 2014-15 school year per the Ed Code and what does a “clear separation” mean?
3. What is the cost per student caused by increased enrollment?



1. Could the District accommodate projected enrollments at existing schools during the next 2–3 school years without using O’Connor?

Schools	Current School Year		2013/14, 14/15 & 15/16 School Year		
	Enrollment	FTE	Planned Capacity	FTE	Add Clrms
Encinal	763	32	790	34.5	2
Laurel	489	23	545	26	1
Oak Knoll	742	34	768*	35	1
Totals	1994	89	2103	95.5	4

* Capacity for 2014-16 School Year

Assumptions:

- Grade K-3 loaded at 21 to 1 (teacher to student ratio)
- Grade 4-5 loaded at 24 to 1 (teacher to student ratio)



1. Could the District accommodate enrollments at existing schools during the next 2–3 school years without using O'Connor?

- ▶ Required increase of 5.5 FTE above current school year to maintain targeted student/teacher ratios
- ▶ Potential Impacts – Laurel
 - ▶ Reduces playground space
 - ▶ No mini-multi flex space
 - ▶ Operational and traffic impacts of larger school
 - ▶ Portable classroom needed – placement on current bike parking
- ▶ Potential Impacts – Encinal
 - ▶ Use of Boardroom
 - ▶ Disrupt ability for staff to hold meetings and will have to compete with limited space at other locations
 - ▶ Boardroom is heavily used on a daily basis for District wide meetings, parent organization meetings, student services, and professional development. Average of 4 hours a day.
 - ▶ Operational and traffic impacts of larger school
 - ▶ Portable Classroom (1 or 2) – placed on playground next to ball wall
 - ▶ Loss of playground space (2000-3000 SF) and facility



1. Could the District accommodate enrollments at existing schools during the next 2–3 school years without using O'Connor?

▶ Potential Impacts – Oak Knoll

- ▶ If additional classroom is needed for 2014/15
- ▶ Use small multi-purpose as classroom – impacting program
- ▶ Install portable – impacting parking or playground space

▶ Potential Impacts – Hillview

- ▶ Possibility to use classroom as District wide meeting space to offset impact from loss of boardroom
 - ▶ Impact use of classroom for Hillview programs

▶ Alternative Options



2. Are there options to share facilities with GAIS for the 2014-15 school year per EdCode and what does a *clear separation* mean?

▶ Education Code:

- ▶ § 17527. Agreements for rent or lease; priority
 - ▶ (a) The governing board of any school district may enter into agreements to make vacant classrooms or other space in operating school buildings available for rent or lease to other school districts, **educational agencies, except private educational institutions which maintain kindergarten or grades 1 to 12, inclusive,** governmental units, nonprofit organizations, community agencies, professional agencies, commercial and noncommercial firms, corporations, partnerships, businesses, and individuals, including during normal school hours if the school is in session.
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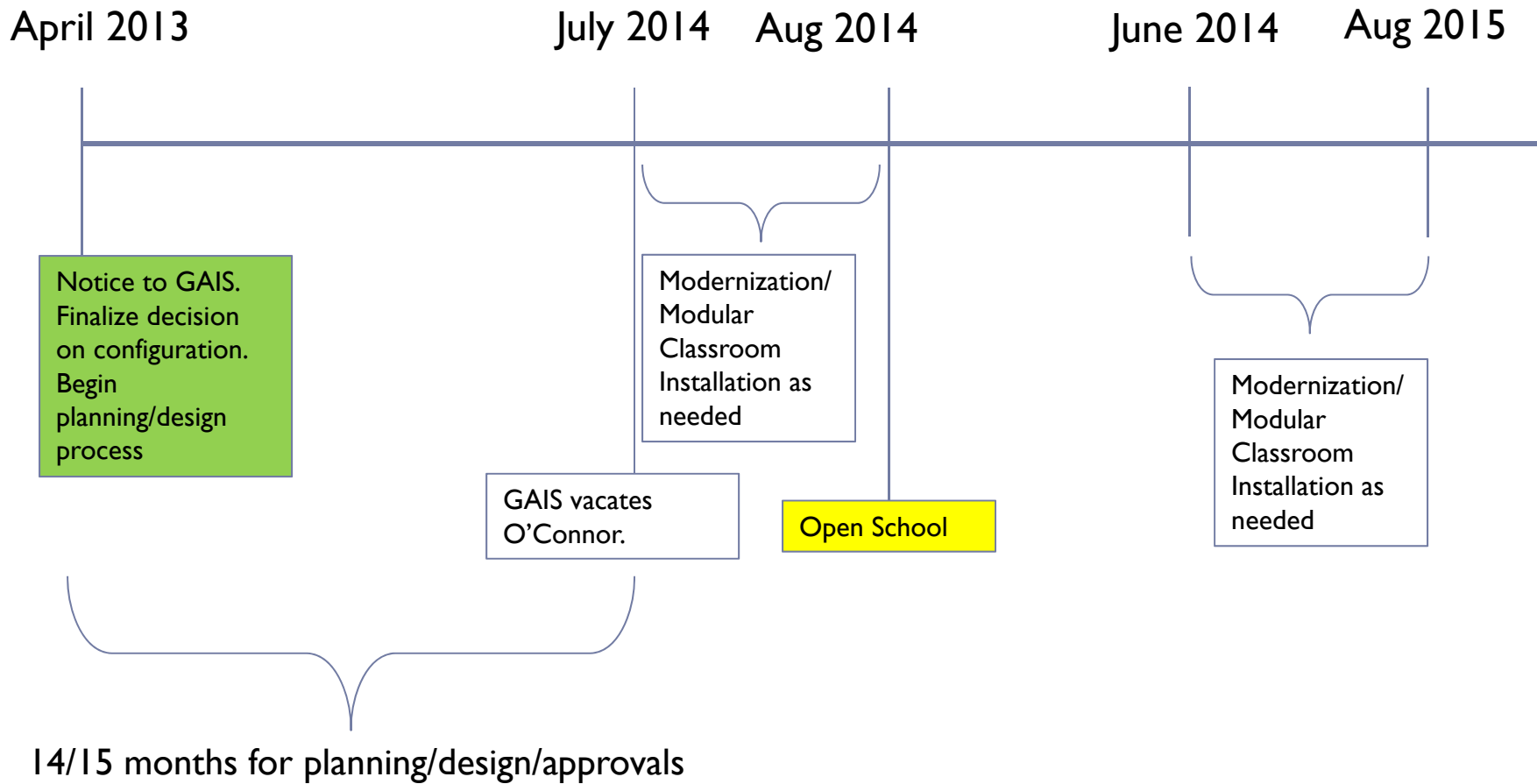


2. Are there options to share facilities with GAIS for the 2014-15 school year per Ed Code and what does a *clear separation* mean?

- ▶ Potential to share space with GAIS pre-school program.
- ▶ Potential to separate programs by not sharing same building space.
- ▶ Operational challenges remain in management of two schools on one site.
 - ▶ How much space does each program need?
 - ▶ How will the two schools share common space, bathrooms, student drop off/pick up, playground, etc?
 - ▶ Who manages student supervision and safety?

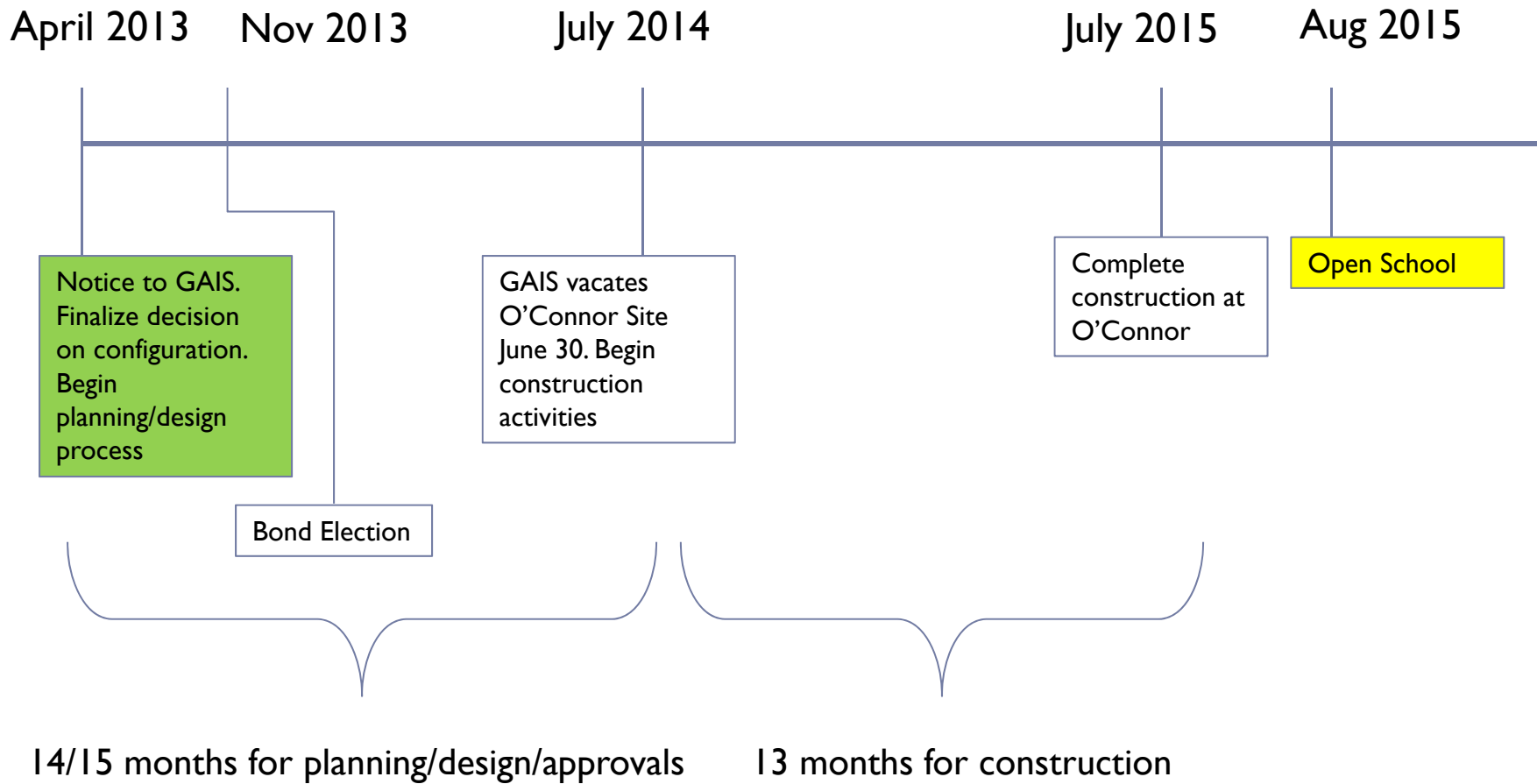


Option - O'Connor Modernization Timeline



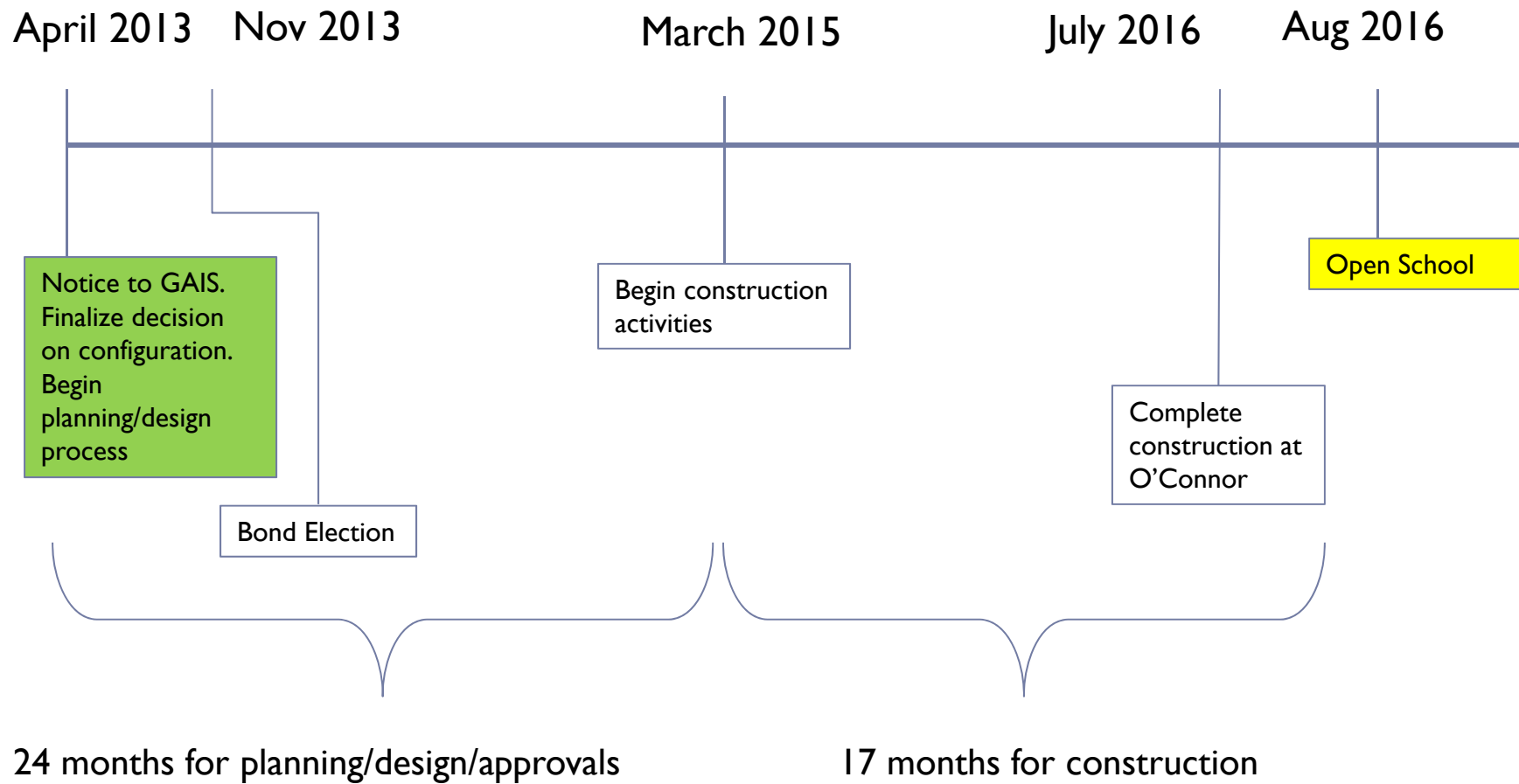
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- ▶ Open O'Connor school in 2014 and perform modernization work in the summers

Option - O'Connor New Construction Timeline (2 years schedule)



▶ Students housed at existing schools or interim campus at O'Connor

Option – O’Connor New Construction Timeline (3 year schedule)



▶ Students housed at existing schools or interim campus at O’Connor

3. What is the cost per student caused by increased enrollment?

Data for 2014-15 School Year	Without Use of O'Connor Site	With the use of O'Connor Site
Projected Enrollment	2923	2923
Total Projected Expenditure	\$37,868,972	\$38,228,972
Projected Expenditure per Student	\$12,955.52	\$13,078.68

Cost increase per student with O'Connor on line: Approx. \$125



Review of Trends

- ▶ Large School Impacts
- ▶ Class Size Impacts
- ▶ Neighborhood Schools / School of Choice
- ▶ Cohesive Cohorts and Articulation
 - ▶ All K-5 Schools
 - ▶ O'Connor/Laurel as K-5
- ▶ Think Long Term



Staff Recommendation

- ▶ Submit Notice of Termination to GAIS on April 10, 2013; lease termination to be effective 15 months from date of notice, June 30, 2014.
- ▶ District committee and staff begin work on K-5 program configuration; use of O'Conner site for school year 2014/15 and 2015/16, transition, and facility improvement options. Bring preliminary recommendations to Board for May meeting.
- ▶ Take direction from Board on potential options for GAIS use of property for 2014-15 school year and discuss operational issues related to the lessee vacating the property.



Next Steps

- ▶ Discussion
- ▶ Public Comment
- ▶ Board Action

