

**Campus Walk-Throughs**  
**Ormandale and Corte Madera Schools**  
**Portola Valley School District**  
**January 18, 2018**

**Hosts**

**Eric Hartwig, Superintendent**  
**Lynette Hovland, Principal, Ormandale School**  
**Cyndi Maijala, Principal, Corte Madera School**

**PORTOLA VALLEY SCHOOL DISTRICT  
SPECIAL MEETING OF THE GOVERNING BOARD  
January 18, 2018 Agenda #5  
3:00 - 5:00 P.M.**

Beginning at the Ormondale Multi-Use Room (MUR)

Board meetings are open to the public. There will be no action taken at his meeting. In addition, due to the nature of this meeting, there will be no electronic recording.

**1. ROLL CALL at Ormondale School – 3:00 p.m.**

Trustee Karyn Bechtel, Trustee Brooke Day, Trustee Jeff Klugman, Trustee Gulliver La Valle,  
Trustee Mike Maffia

**2. OPEN FORUM – 3:01 p.m.**

This is the opportunity for members of the public to address the Board on any item described in this notice or any other issue. In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may: 1) Acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next Board meeting agenda.

**3. BUSINESS OF THE ORGANIZATION**

**A. Facilities Walkthrough**

For the past year District staff, stakeholder groups, and expert consultants have been working on a Facilities Master Plan to guide decision making for the District over the next several years. This planning has focused on needed upgrades and improvements as well as on aspirational projects for our schools. Superintendent Hartwig has arranged for the site Principals and the District's architects to host a tour of both sites so Trustees and other stakeholders can see the facilities first hand and ask questions about the District's options.

- a) Introductions and rationale 3:05
- b) Ormondale School 3:10 - 3:55 p.m.
- c) en route to Corte Madera 3:55 - 4:05 p.m.
- d) Corte Madera School 4:05 - 4:50 p.m.
- e) Closing 4:50 - 5:00 p.m.

**4. ADJOURNMENT at Corte Madera School – 5:00 p.m.**

# PVSD Site Walk Through

## January 18, 2018

### Ormondale School

#### Safety/Security:

1. Fire Alarm is not functioning properly
2. No PA system in room 14.
3. Door to Room 28 does not close properly.
4. Huge opening in playground fence – fence should be replaced.
5. Car gate opening to playground does not lock.
6. Need to be able to lock up message board.
7. There are no security cameras on this campus.
8. No ability to lock some sections of the campus off during a lock down.

#### Electrical Issues:

1. Heating/AC unit in room 11 do not work.
2. 80% of exterior lights do not work.
3. Circuits blow easily.
4. Electrical outlets (interior and exterior) are not all functioning.
5. Server room AC affects ability to keep library warm in the winter.

#### Multi-Use Room:

1. Roof leaks.
2. Some areas of the floor are bubbling.
3. Windows need to be replaced (plexi is starting to crack from age/being baked by sun).
4. Front door – main entry – does not lock.
5. Table lock key no longer functions so tables/benches cannot be taken down.  
(Those taken down cannot be put back up.)
6. Fire sprinklers do not work.
7. Large fixture is hanging from ceiling.

#### Exteriors:

1. The overhang on the walkway in front of the school has beams that are beginning to separate.
2. Gutters and downspouts drain in odd ways that cause puddling on some areas of the campus.

3. There is an interior downspout in the Staff Room building that has flooded the workroom close to the copy machine in the past.
4. Some playground drains do not always drain properly causing back-up/flooding.
5. Work that was done on room 10 last year indicated that there are tree roots growing in to some of the drains causing flooding in those areas.
6. Retaining wall in the front of the school is starting to crack.
7. Brick planter boxes are starting to come loose.
8. Hallway in the K area does not drain properly during heavy rains.
9. Some areas of the hallways have a sealant on the ground that causes it to be slick when wet. These areas are covered by large mats that soak up the water so the areas do not stay dry during heavy rains. This sealant is starting to crack.
10. Grass area in the main courtyard area is unusable space.
11. Large trees in the main courtyard need to be trimmed.
12. At least two classrooms have broken windows that cannot be opened.
13. Field issues.

**Refurbish or Replace:**

1. 2/3 Wing are old portable buildings. There are at least two that are possibly carrying mold.
2. The roofs on these buildings are starting to settle. When the custodian goes up to fix something he feels them shifting.
3. New Horizons building is old. Also no ability to lock it off during lock downs.

**It would be GREAT to have:**

1. A larger area for STEM activities with industrial floors, tables and sinks.
2. A larger place for teachers to take their students to do cooking projects.
3. A larger music classroom with storage adjacent to the MUR.
4. Additional storage.
5. Larger area for the school garden that is more centrally located/adjacent to the 2<sup>nd</sup> grade classrooms.
6. A central outdoor gathering area for the whole school.
7. Amphitheater
8. Replacements for old "temporary" classrooms
9. Better lighting in the Library.



## **Corte Madera School**

### **Safety / Security**

1. Staff restroom in the main building does not have hot water on a consistent basis
2. Blinds throughout campus - two examples: the office conference room has bulletin board 'curtains'; Leslie Saperstein has paper in her windows
3. Security cameras - ours are insufficient
4. Speaker systems are crackly, hard to hear announcements
5. When it rains or is windy the alarm system goes off at night and on weekends
6. Exterior lighting is really poor creating a safety hazard - this is apparent during night events
7. Science Store Room - chem hood doesn't work, dishwasher is broken (needed for glassware and lab equipment)

### **Electrical**

1. Lights in the office do not all work
2. Clocks also need to be adjusted so that the bells do not ring early
3. Lighting that needs serious electrical work - room 501 is a good example

### **MUR**

1. The MUR - the ceiling beams/trusses and the non-regulation courts

### **Exteriors**

1. Lockers that are not used in the middle school site
2. The drains that leak onto the sidewalks in the hallways...even today they are dripping water onto the sidewalks outside the 300 wing
3. All Gutters: The gutter outside the art room 606;The gutter leak on the 400 wing - outside Dana Fox's classroom
4. Dilapidated paint on all buildings - except the back walls of the 500 & 700 wings

5. PTO closet doesn't stay open - the door stop is not functional; Same with 102
6. The library Leaks
7. The non-functional cement table/bench areas adjacent to the office and library

### **Refurbish or Replace**

1. Marquee is dangerous (it doesn't stay up, we need to send out two people especially on windy days) and in the morning you cannot always see what is posted due to moisture
2. Student restrooms in the 300/500/700 (under construction now)/800 wings - smelly, old fixtures, mirrors are bad, 800 wing sink in the girl's restroom was removed because of a design flaw, there is only one right now
3. 500 and 700 buildings poorly designed and constructed; water intrusion and mold resulted (remediation Dec./Jan. 2017/18)
4. Annex not up to code, not usable for students; windows and doors marginal; HVAC insufficient
5. Outdoor amphitheater needs to be replaced or demolished
6. Staff restrooms at the end of the 1000 wing
7. Ceiling tiles with stains in the office and throughout campus
8. Dry well near the field house is not finished
9. The fieldhouse is not repairable

### **It Would Be GREAT To Have**

1. Soccer drainage - field
2. Proper STEM / Maker Space
3. Improved music / drama performing space "Black Box"
4. Improved play surfaces and student circulation
5. Improved natural lighting and access to outdoors
6. "Dedicated" regulation sized gym
7. Refurbished amphitheater
8. Replacements for aging classrooms (500 and 700 buildings)



