

PASADENA UNIFIED SCHOOL DISTRICT

MASTER PLANNING/BOUNDARIES SUBCOMMITTEE MEETING

July 2, 2019 at 3:30

Board Room 236
351 S. Hudson Avenue, Pasadena, CA 91101

Teleconference Location:
1477 Levee Way, North Pole, Alaska 99705

NOTICE AND AGENDA

Committee Purpose:

In order to provide robust, quality programs at each of our schools, in a fiscally stable manner in spite of a declining enrollment environment, the Master Planning and Boundaries committee will review existing site programs and capacities and future expected enrollment and bring to the board recommendations on the number and location of school sites to maintain for the next 5 to 10 years.

	Topic/Subject	Who (leader)	Time	Outcome
1.	Call to Order/Welcome/Agenda Review	Chair	1 min.	
2.	Public Comment	Members of the Public	5 min.	Views of the public are heard.
3.	Approval of Minutes from 6/3/19	Chair	5 min.	Approved minutes with any corrections needed.
4.	Brief Updates: <ul style="list-style-type: none">- Factors approved by board- Meeting with principals- Meeting with ELT	Committee	15 min.	Updated understanding of status of each area and next steps, in any.
5.	Scenario Viability – Narrow down choices	Committee	20 min.	Using capacity and enrollment projection, confirm which scenarios are viable and eliminate others.
6.	Elementary Sites – Start discussion of approach to use	Committee	20 min.	Determine target range for number of sites and how to approach developing scenarios.
7.	Discuss process and steps for July and August	Committee and Dr. Barnes	20 min.	Determine next steps in process, who is responsible and timeline.
8.	Next Meeting dates: Proposed: 7/29, 8/12 and 8/26			Concurrence on next three meeting dates
	Adjournment			

June 3, 2019

Master Plan/Boundary Subcommittee Minutes

Board Members Present: Chair Kim Kenne, Patrick Cahalan, Michelle Bailey

Staff: Dr. Leslie Barnes, Dr. Elizabeth Blanco

Call to Order: Chair Kim Kenne at 4:08 pm

Approval of Minutes: The minutes of May 20, 2019, were approved. Ms. Bailey moved and Mr. Cahalan seconded.

DISCUSSION:

Brief Updates:

- ***Factors Update***
The full board reached consensus on the five primary and one secondary factors. Ms. Kenne requested formal approval. Mr. Cahalan suggested bringing to the full board the chart of pros and cons prepared by Ms. Kenne which includes the factors. Ms. Bailey asked for the cost of portables if schools were to accept additional students from closed schools. Ms. Kenne believes that the district currently has enough portables that can be used.
- ***Principal Outreach***
Ms. Bailey asked when the subcommittee planned to meet with the principals and the Executive Leadership Team, as the process seems to be circular at this time. Ms. Kenne suggested that the principals provide responses to Questions 1-6 of the guiding questions in writing, and then invite the principals for a conversation. Mr. Cahalan stated that it would be best to have the conversations in private rather than in a public setting.
- ***Base/Core Program***
Ms. Bailey asked if the costs for materials and supplies could be separated from staffing on the charts provided. Mr. Cahalan asked for clarity on what the central office provides, who decides and who controls. Ms. Kenne stated that the column marked “provider” is actually the controller. Ms. Bailey would like the charts redone by grouping the items into three columns for clarity. Mr. Cahalan also asked for instructional and non-instructional to be separated. The goal is to provide a more detailed understanding of what is core versus supplemental funding.

Review High School Pros/Cons – First Draft

The format was discussed. The document will be shared next with the Executive Leadership Team. Ms. Cahalan stated that using 90%, even 85%, capacity figures, we don’t have as much as space as expected. Ms. Kenne believes that with declining enrollment, those figures may eventually work. Mr. Cahalan would like the Executive Leadership Team to weigh in on community schools. Ms. Bailey would like to see the cost for moving programs (e.g., IB) as well as cost savings for any closures. Mr. Cahalan believes that if we lose students with closures, there will be no cost savings realized. He also suggested that prior to ELT’s review of the document, that Option #6 be fleshed out using 85% capacity.

Public Comment: Jennifer Higginbotham – Consistency of language; removal of school names.

Mr. Cahalan suggested agreement on a range of lost enrollment and cost. Ms. Bailey would like to use a realistic percentage of families leaving due to closures, based on previous closures. Ms. Kenne would like Davis Demographics to provide a heat map showing projected student locations. Mr. Cahalan believes that Davis' numbers can be checked by comparing the 2010-11 maps with 2018-19 to see if they are accurate in their projections. The subcommittee would like ELT's input on a new location for central and Rose City High School; will the location be singular or multiple? Also, ELT is requested to firm up the capacity figures being used. Mr. Cahalan stated that parent transportation patterns should be considered, as elementary school students' needs differ from secondary.

Public Comment: Lawton Gray, Muir High School Principal – Timeline for decisions

Ms. Kenne responded that recommendations will go to the board in late September. Mr. Cahalan would like to have the board decide on a date to end all conversations.

Public Comment: Natasha Mahone – Loss of Title I funding

Next Meetings

The next meeting was scheduled for June 17; however, the subcommittee would like to meet in private with the Executive Leadership Team and then with principals on June 18.

The next public meeting will be July 2 at 3:30 p.m.

Public Comment: Lisa Penner, Webster PTA – Special programs at Webster
Judy McKinley - Portables

Adjournment

The meeting was adjourned at 6:02 p.m.

Master Planning Scenario Factors/Criteria – approved by PUSD Board on 6/27/19

Primary Factors:

- Preference for good facility conditions or presence of special program facilities
- Scenario maximizes capacity use of sites (but not over-crowded and with some room for growth)
- Promote socio-economic diversity and ethnic balance
- Preference for schools with high enrollment
- Schools located where a significant number of school age children reside

Secondary Factors:

- Alternative uses for closed facilities
- Capacity to become a community-based school containing diverse partnerships with potential to generate revenue

Master Planning Scenario Viability Check - Elementary School

Scenario	Using 2023-24 Proj					Viable?	Notes
	Proj Students 19-20	Proj Students 23-24	Est Capacity	Over/ Under	Over/ Under %		
Current - 18 schools	7,573	6,909	11932	5023	42.1%		All 18 schools (incl. Cleveland)-assume 40 MS at Mck.
With 13 schools	7,573	6,909	7669	760	9.9%		Removed 5 largest (Includes McKinley)
With 10 schools	7,573	6,909	7733	824	10.7%		Removed 8 smallest (assume 400 MS at McKinley)

Master Planning Scenario Viability Check - High School								
				Using 2023-24 Proj				
Scenario		Proj Students 19-20	Proj Students 23-24	Est Capacity	Over/Under	Over/Under %	Viability?	Notes
1A	Current 4 HS with 6-12/9-12	4200	4031	6239	2208	35.4%		Assumes just Blair HS campus and room for 850 MS at Marshall
1B	4 HS - all 6/12	7841	7317	7676	359	4.7%		Assumes all 6-12 at the 4 schools
2A	3 HS - PHS, Muir, Marshall	4200	4031	6299	2268	36.0%		Assumes Marsall 100% HS
2A	3 HS - PHS, Muir, Marshall	4200	4031	5449	1418	26.0%		Assumes room for 850 MS at Marshall
2B	3 HS - PHS, Muir, Blair	4200	4031	5177	1146	22.1%		Assumes just Blair HS campus included
2B	3 HS - PHS, Muir, Blair	4200	4031	5763	1732	30.1%		Assumes both Blair HS and MS campus included
2C	3 HS - PHS, Marshall, Blair	4200	4031	6095	2064	33.9%		Assumes Blair and Marshall 100% HS
2C	3 HS - PHS, Marshall, Blair	4200	4031	5508	1477	26.8%		Assumes only Blair HS and Marshall 100% HS
2C	3 HS - PHS, Marshall, Blair	4200	4031	4658	627	13.5%		Assumes only Blair HS and room for 850 MS at Marshall
2C	3 HS - PHS, Marshall, Blair	4200	4031	5245	1214	23.1%		Assumes Blair 100% HS and room for 850 MS at Marshall
2D	3 HS - Marshall, Muir, Blair	4200	4031	4871	840	17.2%		Assumes Blair and Marshall 100% HS
2D	3 HS - Marshall, Muir, Blair	4200	4031	4284	253	5.9%		Assumes only Blair HS and Marshall 100% HS
2D	3 HS - Marshall, Muir, Blair	4200	4031	4021	-11	-0.3%	N	Assumes Blair 100% HS and room for 850 MS at Marshall
3A	2 HS - PHS and Muir	4200	4031	4386	355	8.1%		
3B	2 HS - Marshall and Muir	4200	4031	3494	-538	-15.4%	N	Assumes Marsall 100% HS
3C	2 HS - Marshall and PHS	4200	4031	4718	687	14.6%		Assumes Marsall 100% HS
3D	2 HS - PHS and Blair	4200	4031	4182	151	3.6%		Assumes Blair 100% HS
3E	2 HS - Blair and Marshall	4200	4031	3290	-742	-22.5%	N	Assumes Blair and Marshall 100% HS
3F	2 HS - Blair and Muir	4200	4031	2958	-1073	-36.3%	N	Assumes Blair 100% HS
4A	1 HS - PHS	4200	4031	2805	-1226	-43.7%	N	
4B	1 HS - Muir	4200	4031	1581	-2450	-155.0%	N	

Master Planning Scenario Viability Check - Middle School							
				Using 2023-24 Proj			
Scenario	Proj Students 19-20	Proj Students 23-24	Est Capacity	Over/Under	Over/Under %	Viable?	Notes
1A	Current - 7 options	3641	3286	6146	2860	46.5%	Assumes 850 MS at Marshall and 400 at McKinley
2A	4 Stand Alone MS	3641	3286	4310	1024	23.7%	No McKinley, Marshall or Blair MS
3A	3 MS - Eliot, Wash MS, Wilson	3641	3286	3570	284	8.0%	No McKinley, Marshall or Blair MS
3B	3 MS - Eliot, Wash MS, SMMS	3641	3286	3009	-277	-9.2%	N No McKinley, Marshall or Blair MS
3C	3 MS - Wash MS, Wilson, SMMS	3641	3286	3137	-150	-4.8%	N No McKinley, Marshall or Blair MS
3D	3 MS - Wilson, SMMS, Eliot	3641	3286	3213	-73	-2.3%	N No McKinley, Marshall or Blair MS
4A	2 MS - Wash MS, Wilson	3641	3286	2397	-889	-37.1%	N No McKinley, Marshall or Blair MS
4B	2 MS - Wash MS, SMMS	3641	3286	1836	-1450	-79.0%	N No McKinley, Marshall or Blair MS
4C	2 MS - Wilson, SMMS	3641	3286	2040	-1246	-61.1%	N No McKinley, Marshall or Blair MS
4D	2 MS - Eliot, SMMS	3641	3286	1913	-1374	-71.8%	N No McKinley, Marshall or Blair MS
4E	2 MS - Eliot, Wilson	3641	3286	2474	-813	-32.8%	N No McKinley, Marshall or Blair MS
4F	2 MS - Eliot, Wash MS	3641	3286	2270	-1017	-44.8%	N No McKinley, Marshall or Blair MS
5A	4 MS, 2 6-12	3641	3286	5746	2460	42.8%	No McKinley, 850 at Marshall, Blair MS only
6A	2 6-12, 3 MS-Eliot, Wash, Wilson	3641	3286	5007	1721	34.4%	No McKinley, 850 at Marshall, Blair MS only
6B	2 6-12, 3 MS-Eliot, Wash, SMMS	3641	3286	4446	1160	26.1%	No McKinley, 850 at Marshall, Blair MS only
6C	2 6-12, 3 MS-SMMS, Wash, Wilson	3641	3286	4573	1287	28.1%	No McKinley, 850 at Marshall, Blair MS only
6D	2 6-12, 3 MS-Eliot, SMMS, Wilson	3641	3286	4650	1364	29.3%	No McKinley, 850 at Marshall, Blair MS only
7A	2 6-12, 2 MS - Wash, Wilson	3641	3286	3834	548	14.3%	No McKinley, 850 at Marshall, Blair MS only
7B	2 6-12, 2 MS - Wash, SMMS	3641	3286	3273	-14	-0.4%	N No McKinley, 850 at Marshall, Blair MS only
7C	2 6-12, 2 MS - SMMS, Wilson	3641	3286	3477	191	5.5%	No McKinley, 850 at Marshall, Blair MS only
7D	2 6-12, 2 MS - Eliot, SMMS	3641	3286	3349	63	1.9%	N No McKinley, 850 at Marshall, Blair MS only
7E	2 6-12, 2 MS - Eliot, Wilson	3641	3286	3910	624	16.0%	No McKinley, 850 at Marshall, Blair MS only
7F	2 6-12, 2 MS - Wash, Eliot	3641	3286	3706	420	11.3%	No McKinley, 850 at Marshall, Blair MS only
8A	Blair 6-12, 4 MS	3641	3286	4896	1610	32.9%	Blair MS only

Master Planning Scenario Viability Check - Middle School								
				Using 2023-24 Proj				
Scenario		Proj Students 19-20	Proj Students 23-24	Est Capacity	Over/ Under	Over/ Under %	Viability?	Notes
8B	Marshall 6-12, 4 MS	3641	3286	5160	1874	36.3%		Assumes 850 MS at Marshall
9A	Blair 6-12, 3 MS-Eliot,Wash, Wilson	3641	3286	4157	871	20.9%		Blair MS only
9B	Blair 6-12, 3 MS-Eliot,Wash, SMMS	3641	3286	3596	310	8.6%		Blair MS only
9C	Blair 6-12, 3 MS-SMMS,Wash, Wilson	3641	3286	3723	437	11.7%		Blair MS only
9D	Blair 6-12, 3 MS-Eliot,SMMS, Wilson	3641	3286	3800	514	13.5%		Blair MS only
9E	Marshall 6-12, 3 MS-Eliot,Wash, Wilson	3641	3286	4420	1134	25.7%		Assumes 850 MS at Marshall
9F	Marshall 6-12, 3 MS-Eliot,Wash, SMMS	3641	3286	3859	573	14.8%		Assumes 850 MS at Marshall
9G	Marshall 6-12, 3 MS-SMMS,Wash, Wilson	3641	3286	3987	701	17.6%		Assumes 850 MS at Marshall
9H	Marshall 6-12, 3 MS-Eliot,SMMS, Wilson	3641	3286	4063	777	19.1%		Assumes 850 MS at Marshall
10A	Blair 6-12, 2 MS - Wash MS, Wilson	3641	3286	2984	-303	-10.1%	N	Blair MS only
10B	Blair 6-12, 2 MS - Wash MS, SMMS	3641	3286	2423	-864	-35.6%	N	Blair MS only
10C	Blair 6-12, 2 MS - Wilson, SMMS	3641	3286	2627	-660	-25.1%	N	Blair MS only
10D	Blair 6-12, 2 MS - Eliot, SMMS	3641	3286	2499	-787	-31.5%	N	Blair MS only
10E	Blair 6-12, 2 MS - Eliot, Wilson	3641	3286	3060	-226	-7.4%	N	Blair MS only
10F	Blair 6-12, 2 MS - Eliot, Wash MS	3641	3286	2856	-430	-15.1%	N	Blair MS only
10G	Marshall 6-12, 2 MS - Wash MS, Wilson	3641	3286	3247	-39	-1.2%	N	Assumes 850 MS at Marshall
10H	Marshall 6-12, 2 MS - Wash MS, SMMS	3641	3286	2686	-600	-22.3%	N	Assumes 850 MS at Marshall
10I	Marshall 6-12, 2 MS - Wilson, SMMS	3641	3286	2890	-396	-13.7%	N	Assumes 850 MS at Marshall
10J	Marshall 6-12, 2 MS - Eliot, SMMS	3641	3286	2763	-524	-19.0%	N	Assumes 850 MS at Marshall
10K	Marshall 6-12, 2 MS - Eliot, Wilson	3641	3286	3324	38	1.1%	N	Assumes 850 MS at Marshall
10L	Marshall 6-12, 2 MS - Eliot, Wash MS	3641	3286	3120	-167	-5.3%	N	Assumes 850 MS at Marshall

Enrollment Projection by Grade Span for Master Planning

Total Student Enrollment Projections

	Current 18-19	1 yr 19-20	5 yr 23-24	7 yr 25-26	Current to 7 year Change % Change	
TK-5						
Resident	7,180	6,916	6,270	6,284	-896	-12.5%
Out Distr.	460	460	460	460	0	0.0%
SPED SDC	195	188	170	171	-24	-12.3%
Unmatched	9	9	9	9	0	0.0%
Total TK-5	7,844	7,573	6,909	6,924	-920	-11.7%
6-8						
Resident	3324	3299	2962	2715	-609	-18.3%
Out Distr.	162	162	162	162	0	0.0%
SPED SDC	177	176	158	145	-32	-18.1%
Unmatched	4	4	4	4	0	0.0%
Total 6-8	3667	3641	3286	3026	-641	-17.5%
9-12						
Resident	4039	3979	3828	3671	-368	-9.1%
Out Distr.	135	135	135	135	0	0.0%
SPED SDC	244	240	231	222	-22	-9.0%
Ind. Study	230	227	218	209	-21	-9.1%
Unmatched	4	4	4	4	0	0.0%
Total 9-12	4652	4585	4416	4241	-411	-8.8%
TK-12						
Resident	14543	14193	13060	12670	-1,873	-12.9%
Out Distr.	757	757	757	757	0	0.0%
SPED SDC	616	604	559	537	-79	-12.8%
Ind. Study	230	227	218	209	-21	-9.1%
Unmatched	17	17	17	17	0	0.0%
Total TK-12	16163	15798	14611	14190	-1,973	-12.2%
	Current 18-19	1 yr 19-20	5 yr 23-24	7 yr 25-26	Current to 7 year Change % Change	
HS - Less Alternative School students (Rose City and CIS)						
9-12 total	4652	4585	4416	4241		
CIS	205	205	205	205		
RCHS	176	180	180	180		
Non-alt HS	4271	4200	4031	3856		

Source: Davis Demo Draft Report - May 7, 2019

PUSD School Capacity Summary

Elementary Capacity - TK-5

	Perm CR	Port CR	In Use	Vacant/ Other use	Total Capacity	90% Capacity	Enroll 18-19	Excess/ (Shortage)	% Capacity Usage	85% Capacity
Altadena	20	0	12	8	520	468	225	295	43.3%	442
Cleveland	22	0	10	12	572	515	97	475	17.0%	486
Don Benito	24	12	25	11	936	842	554	382	59.2%	796
Field	24	5	24	5	754	679	489	265	64.9%	641
Franklin	20	2	12	10	572	515	182	390	31.8%	486
Hamilton	23	3	25	1	676	608	605	71	89.5%	575
Jackson	25	7	27	5	832	749	634	198	76.2%	707
Jefferson	34	8	17	25	1092	983	383	709	35.1%	928
Longfellow	30	0	19	11	780	702	437	343	56.0%	663
Madison	32	0	20	12	832	749	401	431	48.2%	707
McKinley TK-8	51	0	37	14	1326	1193	973	353	73.4%	1127
NCAS	22	4	20	6	676	608	382	294	56.5%	575
Roosevelt	20	2	16	6	572	515	281	291	49.1%	486
San Rafael	18	5	19	4	598	538	440	158	73.6%	508
Sierra Madre	32	1	30	3	858	772	689	169	80.3%	729
Wash Acc	44	2	25	21	1196	1076	494	702	41.3%	1017
Webster	27	3	18	12	780	702	345	435	44.2%	663
Willard	34	2	28	8	936	842	634	302	67.7%	796
Total	502	56	384	174	14508	13057	8245	6263	56.8%	12332

Capacity taken from revised capacity sheets with vacant/other use added in (using loading factor of 26 for K-5, 30 for 6-12 and 15 for SDC)
 All vacant/other use rooms are included in capacity until staff/committee determines which are not available for classroom usage.

Note: Analysis of capacity based on non-classroom shared spaces has not been done yet.

PUSD School Capacity Summary - Secondary
 (Excludes McKinley, Focus Point, CIS and Rose City spaces)

MS Capacity -

	Perm CR	Port CR	Vacant/		Use-		Total Capacity	90% Capacity	Enroll 18-19	Excess/ (Shortage)	% Capacity Usage	Assume all regular use (no SDC)	
			In Use	Other use	Reg.	SDC						Total Capacity	85% Capacity
Blair MS	23	0	17	6	23	0	690	621	450	171	65.2%	690	587
Eliot	46	0	19	27	42	4	1320	1188	513	675	38.9%	1380	1173
Sierra Madre	29	0	17	12	25	4	810	729	554	175	68.4%	870	740
Washington	43	0	22	21	40	3	1245	1121	450	671	36.1%	1290	1097
Wilson	51	0	19	32	48	3	1485	1337	458	879	30.8%	1530	1301
Total	169	0	77	92	155	14	4860	4374	1975	2399	40.6%	5760	4896

HS Capacity -

	Perm CR	Port CR	Vacant/		Use-		Total Capacity	90% Capacity	Enroll 18-19	Excess/ (Shortage)	% Capacity Usage	Assume all regular use (no SDC)	
			In Use	Other use	Reg.	SDC						Total Capacity	85% Capacity
Blair HS	31	0	29	2	31	0	930	837	527	310	56.7%	930	791
Marshall 6-12	75	0	61	14	71	4	2190	1971	1971	0	90.0%	2250	1913
Muir	55	7	36	26	58	4	1800	1620	876	744	48.7%	1860	1581
PHS	107	3	90	20	109	1	3285	2957	1736	1221	58.7%	3300	2805
Total	268	10	216	62	269	9	8205	7384.5	5110	2275	62.3%	8340	7089

Total 437 10 293 154 424 23 13,065 11,759 7085 4674 54.2%

Capacity taken from revised capacity sheets with vacant/other use added in (using loading factor of 26 for K-5, 30 for 6-12 and 15 for SDC)

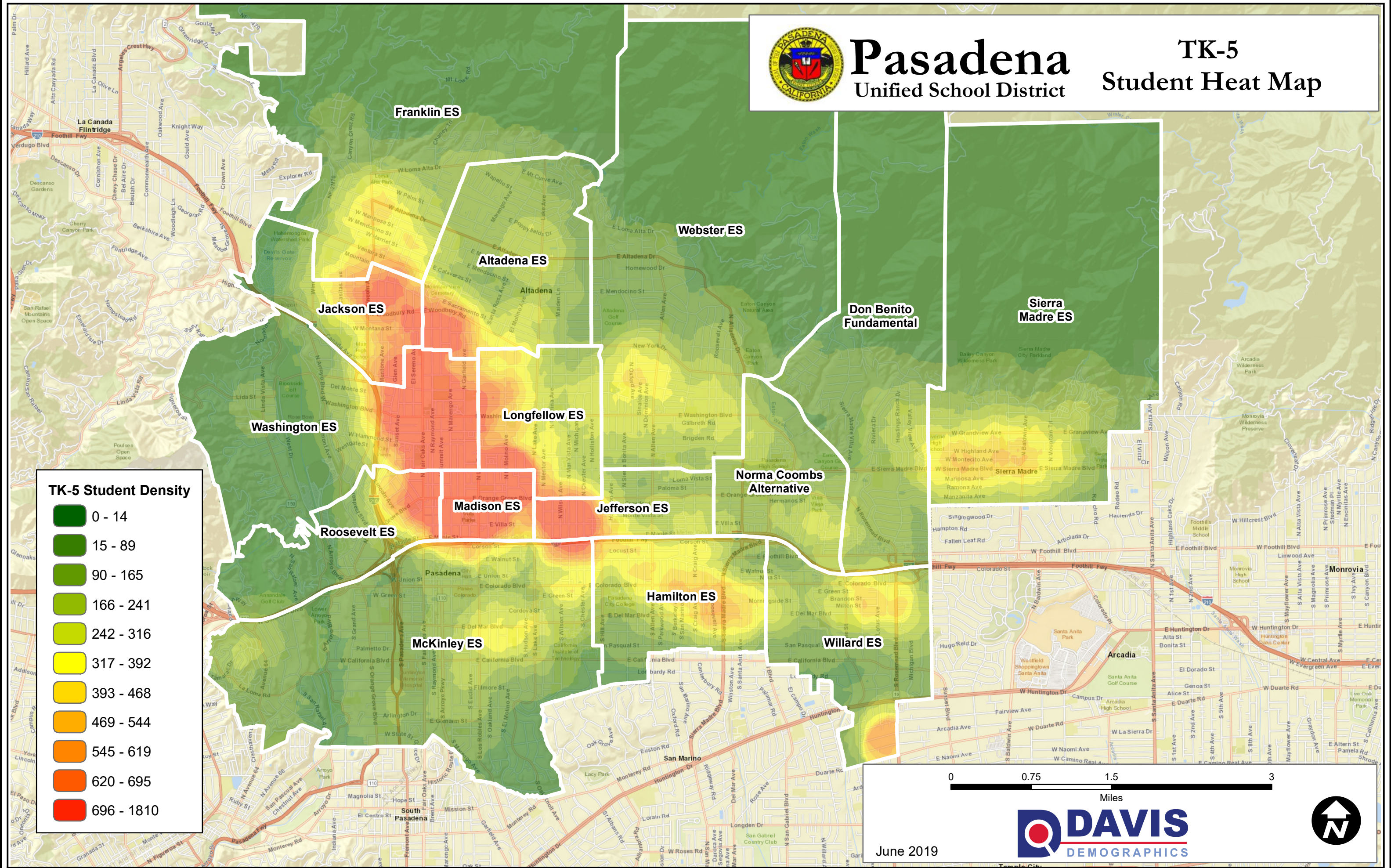
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Note: Analysis of capacity based on non-classroom shared spaces has not been done yet.



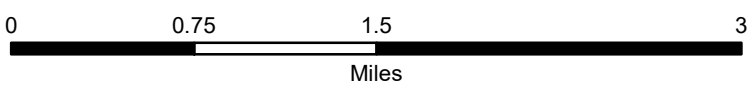
Pasadena Unified School District

TK-5 Student Heat Map



TK-5 Student Density

- 0 - 14
- 15 - 89
- 90 - 165
- 166 - 241
- 242 - 316
- 317 - 392
- 393 - 468
- 469 - 544
- 545 - 619
- 620 - 695
- 696 - 1810



June 2019

