

FACILITIES MASTER PLAN

ADMIN COMMITTEE INTRODUCTION  
SEPTEMBER 2023

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# BURBANK UNIFIED SCHOOL DISTRICT

PERKINS —  
EASTMAN

*Human by Design*

# Agenda

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Introductions

What is a Master Plan

Review of overall schedule/progress

Guiding Principles Overview

Group Exercise

Review of Community Survey

Feedback

Demographics Overview

Next Steps



# Meet the Team



**Kimberly Coffeen**  
AIA, ALEP, LEED AP

**Project Manager**  
Accredited Learning  
Environments Planner



**Josh Jackson**  
AICP

**Planner &  
Engagement  
Specialist**



**Madison Stout**  
Assoc. AIA

**Designer**



**Kyle Recker**  
Assoc. AIA

**Designer**



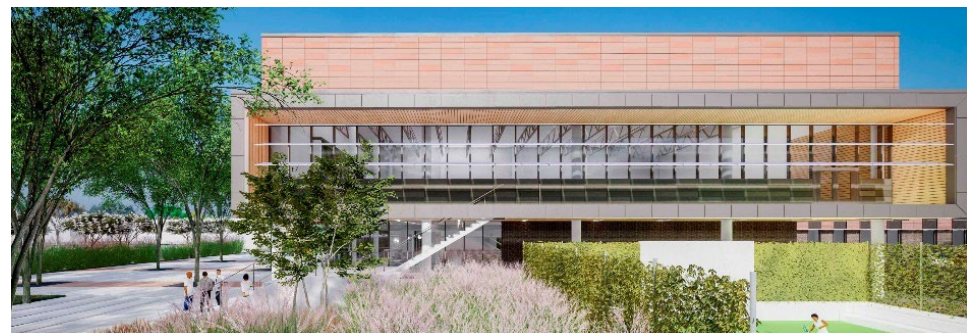
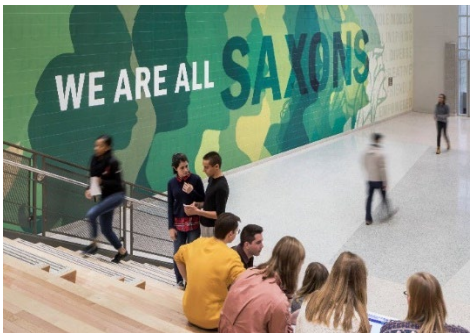


**40**  
years of K-12  
experience

**600+**  
projects for  
K-12 schools

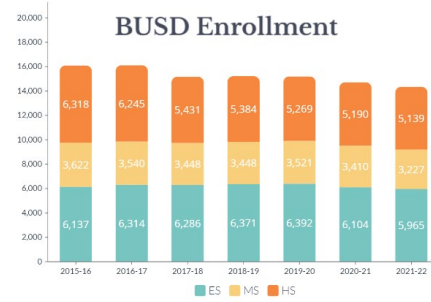
**7M+**  
square feet of  
school projects

**World's**  
2 highest scoring  
LEED-S projects



# Master Plan Approach

## Demographics



## Optimize Impact

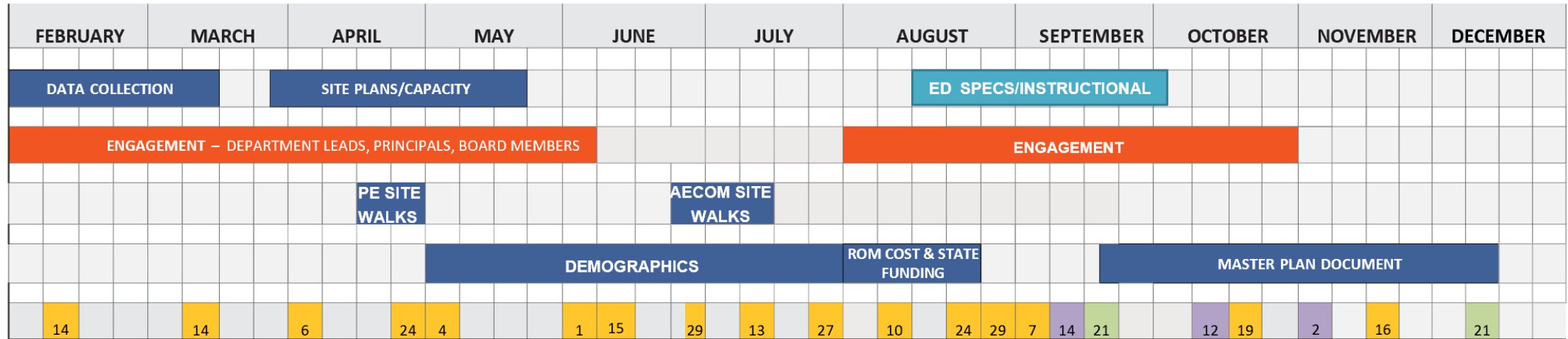


## Facility Needs

## Educational Adequacy



# Schedule



TODAY

- Steering Committee Meetings
- Project Kick-off Meeting Feb. 14
- Department Interviews Mar. 16
  - Administrative Services
  - Educational Services
  - Food Services
  - Instructional Services
  - Informational Technology
  - Superintendent
  - Maintenance and Operations
  - Special Education
  - Arts Foundation

- Principal Interviews/walks April 17, 18, 19, 20; June 5
- Educational Adequacy, Utilization, Capacity
- (2) Board Members April 23 - 24
- Family Services Agency May 3
- BTA Representative May 10
- Other site walks June 1
- Plumbing / HVAC Trades June 7
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- AECOM Systems Assessment
  - Building Envelope: foundation, roofs, walls, window systems, exterior doors
  - Heating, Ventilation and Air Conditioning
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  - Fire protection

- Educational Specifications Meeting August 17<sup>th</sup>
- Administrative Affairs Committee September 14<sup>th</sup>
- Board Presentation September 21<sup>st</sup>
- Community Survey Open End of September – End of October
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# What Makes BUSD Unique



Strong Relationship with Community, City and Agencies



Support for Childcare



Visual and Performing Arts



Relatively Few Portables / Bungalows



Historic Buildings



Diverse Student Population

# Facility Needs (Deferred Maintenance)

## BUILDING SYSTEMS



Boiler Replacement  
HVAC  
Lighting  
Plumbing  
Solar Panels

## ENVELOPE



Roofing  
Windows  
Doors (locking mechanism)

## OUTDOORS



Site Drainage  
Irrigation  
Asphalt & Concrete  
Play Structures  
Shade Structures

# Summary – Principal Interviews

- Safety and security are top priority across the district
- Outdoor spaces are of concern and/or needed
- Campuses are too easy to access by the community
- The facilities in general are needing improvements

	Bret Harte	Disney	Emerson	Stevenson	Burroughs	Burbank HS	Community Day School	Edison	Jefferson	John Muir	Luther Burbank MS	Mckinley	Monterey HS	Providencia	Roosevelt	Dolores Huerta MS
Overcrowding	x	x				x				x	x			x		
Lack of Outdoor Spaces	x		x	x		x	x	x	x	x	x	x	x	x	x	x
Lack of Shade	x			x					x							
Playground/Grounds Issues	x		x			x		x		x					x	
Lack of Outdoor Learning							x						x		x	
Safety and Security	x	x	x	x	x	x	x	x		x	x		x	x	x	x
Cameras							x				x		x			x
Campus Access	x		x	x	x	x		x		x				x		x
General Parking Issues		x	x	x				x				x				
Parking Lot conditions								x				x				
Not enough parking		x	x	x												
Mental Health		x														
Facilities conditions			x			x			x	x	x	x		x		x
Roof/Ceiling conditions									x	x	x					
MPR Space			x			x								x		
Outdated facilities										x	x			x		
HVAC deficiencies			x						x		x			x		
Lighting			x													
Dining Facilities	x		x								x					x
Portable Conditions					x									x		
Restroom Conditions	x				x			x	x			x				x
Plumbing Issues												x				x
Restroom quantity	x				x											
ADA accessibility									x						x	
Drop off		x	x						x							
Kitchen									x							
Furniture	x												x			

# Most Seen Comments from Central Administration Interviews

Safety and Security on  
Campuses

Aging Facilities and  
Building Conditions

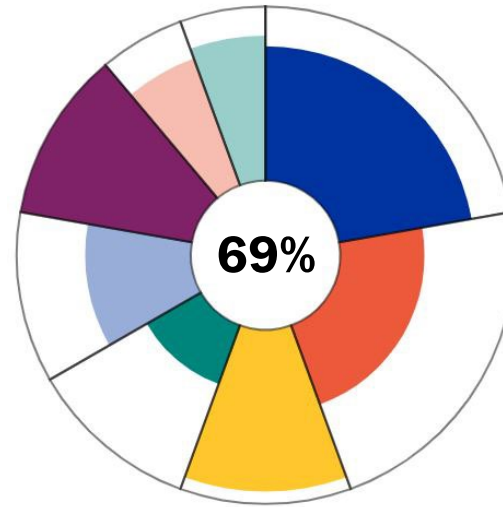
Food Preparation and  
Serving Spaces

Outdated  
Technology

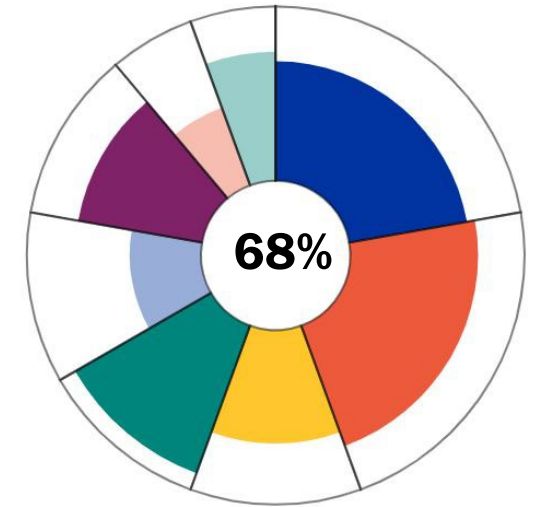
# Educational Adequacy

Perkins Eastman developed a research-based Educational Adequacy tool that evaluates and measures the school buildings ability to support the whole-child and their social, emotional, and academic growth.

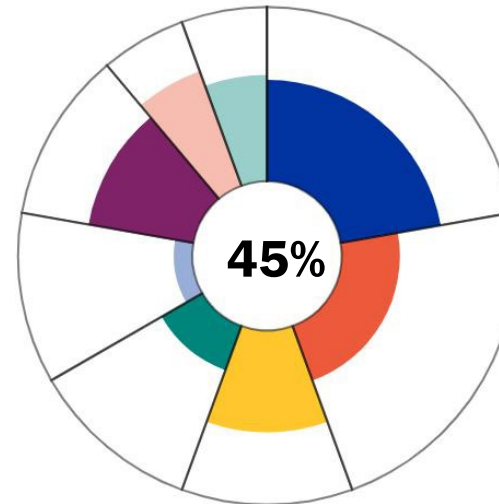
- Classroom
- Safety & Security
- Presence
- Assembly
- Extended Learning
- Organization
- Community
- Environmental Quality



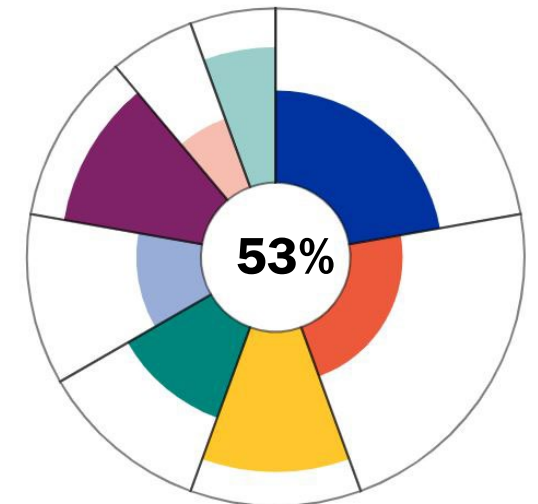
**Miller Elementary**



**Providencia Elementary**



**Edison Elementary**



**Emerson Elementary**

# Draft Guiding Principles

Developed through engagement with District leadership and school stakeholders, these principles will guide the planning process and inform the identification of needs and projects.



Create **safe** schools that provide a **secure** environment for students, staff, and families.



Support the physical, emotional and mental **wellness** of each student and staff member.



Ensure every student has access to **high-quality learning environments** equipped with **state-of-the-art technology** that supports **innovative pathways** for success.



Provide superlative spaces for **art creation and performance** which align with Burbank's premier arts programs.



Make **smart and efficient investments** to modernize and maintain buildings, grounds, and infrastructure.



Invest in a **sustainable** future for Burbank's students; ensure **resiliency** against future environmental shocks.

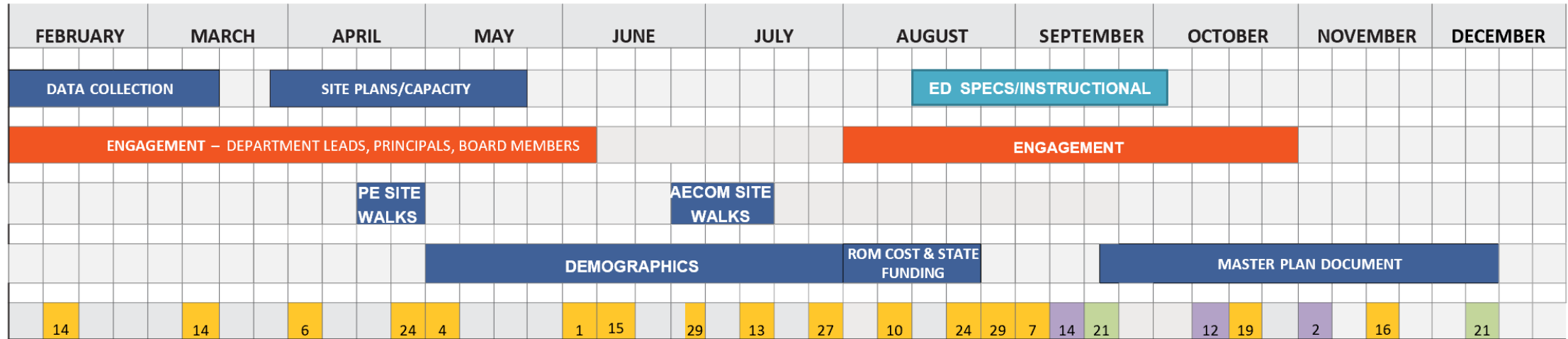


**Recruit and retain** high quality employees.



Provide resources **equitably** to support programs that promote a **diverse and inclusive** school communities.

# Engagement



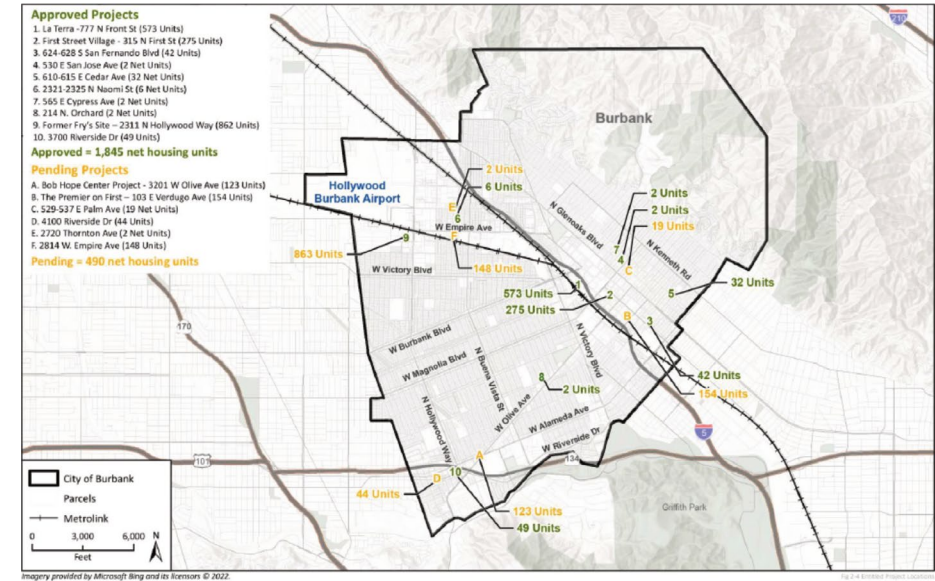
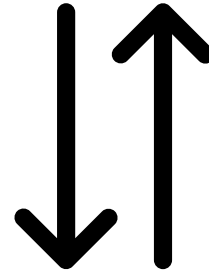
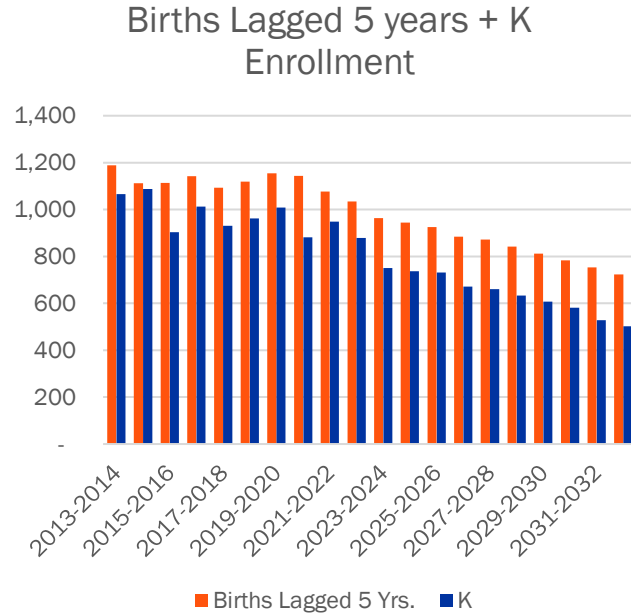
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# Demographic Analysis - Methodology



## Birthrate

- BUSD enrollment is strongly tied to birth rates
- Across California and the US, birthrates have been dropping.

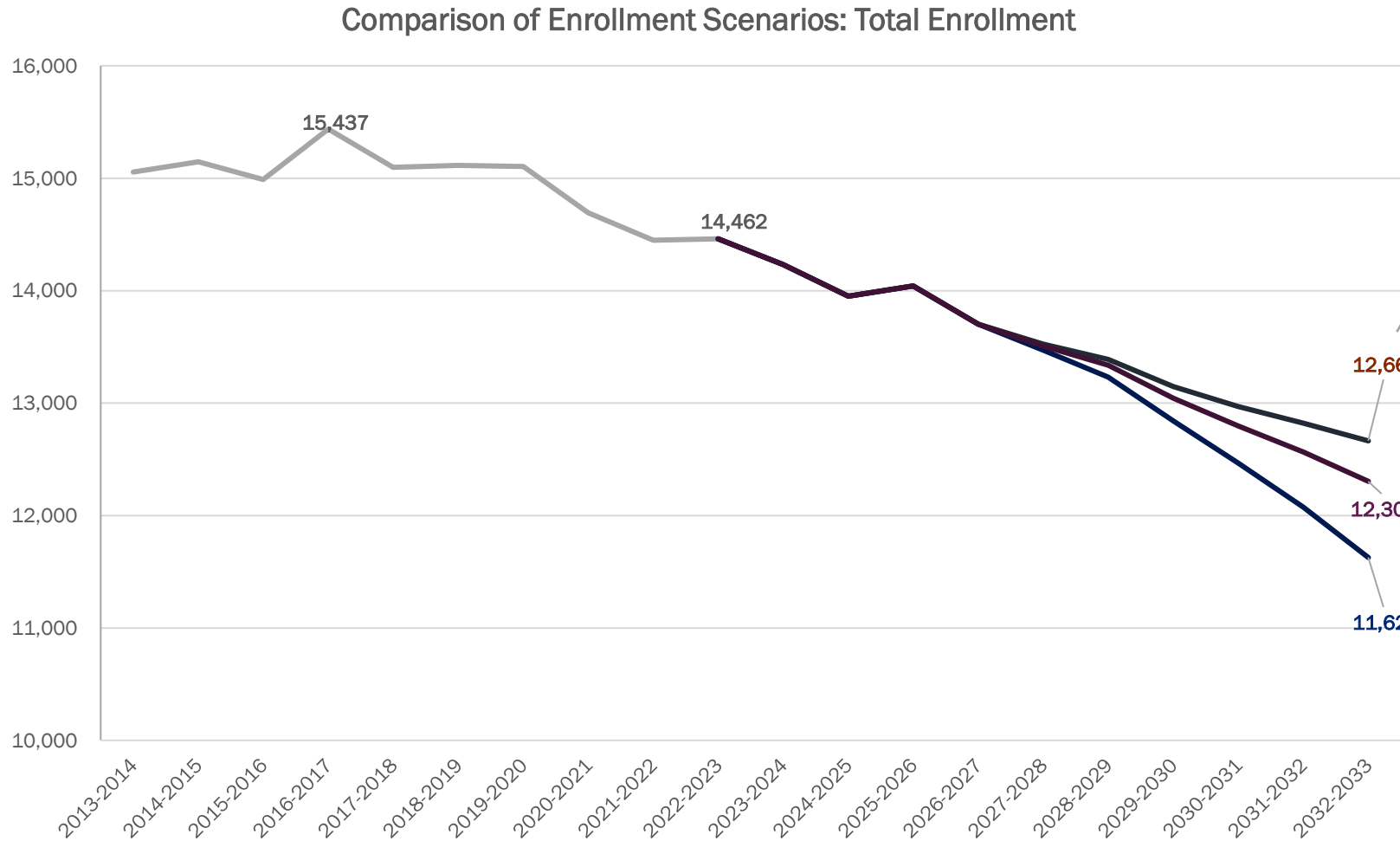
## Grade Progression and Interdistrict Transfers

- The model factors in net student inflows and outflows due to interdistrict transfers and other factors.

## Projected Real Estate Developments

- The enrollment projections consider approved and pending housing developments as described in the *Burbank Housing Element* of the General Plan.
- Student generation rates are based on historical data from past projects in the San Fernando Valley.

# Demographic Analysis - Findings



**High Estimate:**  
-12% from 2023 to 2033  
Assumes 2% increase in birthrate from 2023

**Mid Estimate:**  
-15% from 2023 to 2033  
Assumes no change in birthrate from 2023

**Low Estimate: 20%**  
-20% from 2023 to 2033  
Assumes 4% annual decline in birthrate

# Next Steps

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- **Board Engagement September 21<sup>st</sup>, November 2<sup>nd</sup>, December 21<sup>st</sup>**
- **Community Outreach Strategy**
- **State Funding Analysis**
- **Prioritization Framework**
- **School Level Enrollment Projections**
- **Identification Of School Level Need**
- **Identification Of Portfolio Wide Need**
- **Cost Estimates**

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