

A G E N D A
Riverside Unified School District
Operations Division

Operations/Board Subcommittee Meeting
Conference Room 3 A/B
3380 14th Street, Riverside, California
March 15, 2012 – 2:30 p.m.

As required by Government Code 54957.5, agenda materials can be reviewed by the public at the District's administrative offices, Reception Area, First Floor, 3380 Fourteenth Street, Riverside, California.

Action Items

1. Approval of Minutes

The subcommittee will be asked to approve the minutes of the February 2, 2012, meeting.

2. Approval of Attendance Area Adjustments for Emerson, Highland, Longfellow, and Pachappa Elementary Schools

On March 5, 2012, the Board of Education approved the re-purposing of Hyatt Elementary School with the STEM Academy. For that reason, the current Hyatt Elementary School attendance area needs to be assigned to other schools effective for the 2012-2013 school year. The staff recommendation is to assign this area to Emerson, Highland, and Longfellow Elementary Schools. In addition, to develop capacity at Highland, it is recommended that a portion of the Highland attendance area be assigned to Pachappa Elementary School. Meetings with parents to discuss the attendance area adjustment proposal and to receive comments and suggestions are scheduled for Monday, March 12, 2012 (for Hyatt parents) and Thursday, March 15, 2012 (for Highland parents).

Recommendation: It is recommended that the Subcommittee approve the staff recommendation for adjusting the attendance areas of the aforementioned elementary schools to be presented for Board of Education approval at the March 19, 2012, meeting.

3. Dugout Fencing

Concerns have arisen concerning the design of the fencing in front of high school dugouts in respect to the safety of the players. This item was presented at the Operations/Board Subcommittee meeting held on February 28, 2012. The Subcommittee generally agreed that a 6' fence should be the standard for protecting players in the dugouts. The Subcommittee asked that pricing for green vinyl coated chain link fencing be procured for price comparison purposes.

Recommendation: It is recommended that the Subcommittee review the dugout fencing options and determine a standard for installation on baseball and softball fields. The Subcommittee will also be asked to decide whether all of the dugout fencing at schools should be retrofitted with the chosen standard.

Public Relations

4. Unscheduled Communications

The Committee will consider requests from the public to comment. Comments should be limited to five minutes or less.

Adjournment

**Riverside Unified School District
Operations Division**

Board Operations Subcommittee Meeting
District Office Conference Room 3 A/B
February 2, 2012 – 3:00 p.m.

MINUTES

CALL TO ORDER: 3:00 p.m.

PRESENT: Mr. Tom Hunt, Dr. Charles L. Beaty, and Dr. Kirk Lewis

Also present were Mr. Mike Fine, Mrs. Janet Dixon, Mr. Kevin Hauser, Ken Mueller, and Ms. Lizette Delgado (Recorder)

Action Items

1. Approval of Minutes

Dr. Beaty moved and Mr. Hunt seconded to approve the minutes of the December 16, 2011, and the January 10, 2012, meetings, as presented.

2. School Parking Lot Lighting

The subcommittee was asked to evaluate a preliminary cost estimate to add parking lot lights to schools that currently do not have parking lot lights. The list of school with parking lot light needs was prioritized in three groups: Group A, \$246,000; Group B, \$400,000, and Group C, \$120,000. Staff recommended using Measure B Contingency funds for these projects.

After reviewing and discussing the prioritized list of schools with parking lot lighting needs presented at the meeting by Mr. Mueller, Mr. Hunt moved and Dr. Beaty seconded to recommend to the Board of Education to add parking lot lightning to the schools in Group A (Adams, Alcott, Castle View, Emerson, and Fremont Elementary Schools, and Central Middle School), \$256,000, plus Liberty Elementary School (Group B), \$24,000, using Measure B funds; and to adopt a resolution to amend the Measure B Facilities Improvement Plan for all the schools on the entire list to include parking lot lighting to the list of approved projects at a future Board of Education meeting.

Note: A revised list of schools without parking lot light will be presented again at a future subcommittee meeting for action because the list of schools with parking lot light needs that was approved at the meeting contained erroneous information.

3. Educational Specifications and Requirements Revisions for Middle and Elementary Schools

Dr. Lewis informed the subcommittee that the Planning and Development Department maintains educational specifications and requirements for all school levels, that these

specifications and requirements are reviewed and updated periodically, and are provided to architects as a basis for designing new schools and facilities. He added that as a new state requirement and that in order to apply for approval for the new classroom wings at Frank Augustus Miller Middle and Liberty Elementary Schools, RUSD needs to submit Board-approved Educational Specifications and Requirements for the designs of middle and elementary schools to the Department of Education along with the architectural plans.

Dr. Lewis stated that staff had requested Judi Paredes and Bill Ermert, Instructional Services Assistant Superintendents; Jesse Stayton, NIS Assistant Superintendent; and Tim Walker, Pupil Services/SELPA Executive Director, to review the elementary and middle school specifications and requirements, that their input has been received and staff was presenting the revisions to the Subcommittee for approval. Ms. Dixon added that there will be minor adjustments done to the drafts, mostly related to technology.

The subcommittee reviewed the specifications and requirements and recommended changes such as site acreage (if less than CDE requirements, a two-story building may be necessary), and other minor deletions and corrections.

Dr. Beaty moved and Mr. Hunt seconded to approve the specifications and requirements with the changes and to move them forward for final approval by the Board of Education at a future meeting.

4. Ramona High School Theater Career Technical Education (CTE) Grant

The district applied and received a CTE grant for upgrades to the performing arts theater at Ramona High School. At this time, however, the State has reserved funding for the project but will not appropriate funding until plans are approved by DSA and bond sales funding is available. In addition, the Board of Education had previously set aside \$541,000 in Measure B funds as the District's match. During a follow-up survey of the facilities, it was determined that the upgrade work triggered replacement of the fire alarm system and additional ADA requirements at a much greater cost.

After a brief discussion, the Subcommittee asked staff to bring back a recommendation for a smaller scale project to only improve the sound system in the theater that would not trigger the replacement of the fire alarm system and additional ADA requirements, for the Subcommittee's approval at a future meeting. Members also stated that approximately \$100,000, from the \$531,000 Measure B matching funds that have been set aside for the theater upgrades could be allocated to fund the sound improvement project.

5. Ramona High School Entry Element

Staff presented a revised rendering for the architectural feature proposed for the entrance to the campus. The Subcommittee discussed and commented on the design briefly.

Dr. Beaty moved and Mr. Hunt seconded to approve the rendering for the architectural entry element at Ramona High School as presented. This item will be presented for Board approval at a future Board of Education meeting.

6. Landscape Architect RFP - Recommendation

Mrs. Dixon stated that Operations staff completed the interview process for identifying a landscape architect for the athletic field renovation projects at Chemawa, Earhart, and Sierra Middle Schools and future projects to be determined. She reviewed the selection process with the Subcommittee and added that staff is recommending that Ian Davidson, Landscape Architects (IDLA) be awarded the design of the three athletic fields and that RHA Landscape Architects be qualified for potential future work as well.

The Subcommittee reviewed and discussed the information presented by staff. Ms. Dixon stated that due to the relatively small size of the project, and based on economies of scales, it makes the most sense to award all three projects to one firm, IDLA, with a cost of \$57,010.

Dr. Beaty moved and Mr. Hunt seconded to approve the staff recommendation to award the design of the athletic field renovation projects at Chemawa, Earhart, and Sierra Middle Schools to IDLA, and to qualify RHA Landscape Architects, for potential future work. This item will be submitted for the Board of Education approval at a future meeting.

Discussion Item

7. Enrollment Projections

Staff presented the District-wide enrollment projections by grade level, District-wide, for the 2012-2013 school year. The projections that were presented did not include special education programs; assumed that Kindergarten date stays December 2nd; assumed that 40 ninth graders (50% of eighth graders in the Highgrove attendance area) will go the new Colton Unified School District high school, and assumed that all 10th graders that started at John W. North High School will remain there.

The Subcommittee reviewed and discussed the district-wide enrollment projections. Mrs. Dixon stated she will be meeting with principals regarding their projections for next year, that the numbers will not be finalized until the end of the month, and that the District is looking at a small reduction in enrollment District-wide.

Public Relations

8. Unscheduled Communications

There were no requests to speak to the subcommittee.

Members Comments:

Mr. Hunt mentioned he would like to have the list of agenda items that Dr. Lewis provided him earlier to be considered by the subcommittee this year. He asked to add a discussion of/strategic planning for underutilized District properties; the Lincoln Boxing Club; and outdoor lighting in schools parking lots.

Adjournment

The meeting was adjourned at 3:54 p.m.



Riverside Unified School District

3380 14th Street • Riverside, CA • 92501

Board Meeting Agenda March 19, 2012

Topic: Approval of Attendance Area Adjustments for Emerson, Highland, Longfellow, and Pachappa Elementary Schools

Presented by: Kirk Lewis Ed.D, Assistant Superintendent, Operations
Janet Dixon, Director, Planning and Development

Responsible

Cabinet Member: Kirk Lewis Ed.D, Assistant Superintendent, Operations

Type of Item: Action

Short Description: With the re-purposing of Hyatt Elementary School, it is necessary to re-assign the Hyatt attendance area to other schools.

DESCRIPTION OF AGENDA ITEM:

On March 5, 2012, the Board of Education approved the re-purposing of Hyatt Elementary School with the STEM Academy. For that reason, the current Hyatt Elementary School attendance area needs to be assigned to other schools effective for the 2012-2013 school year. The staff recommendation is to assign this area to Emerson, Highland, and Longfellow Elementary Schools. In addition, to develop capacity at Highland, it is recommended that a portion of the Highland attendance area be assigned to Pachappa Elementary School.

FISCAL IMPACT: None

RECOMMENDATION: It is recommended that the Board approve the staff recommendation for adjusting the attendance areas of the aforementioned elementary schools.

ADDITIONAL MATERIAL: Approval of Attendance Area Adjustments for Emerson, Highland, Longfellow, and Pachappa Elementary Schools PowerPoint Presentation

Attached: Yes

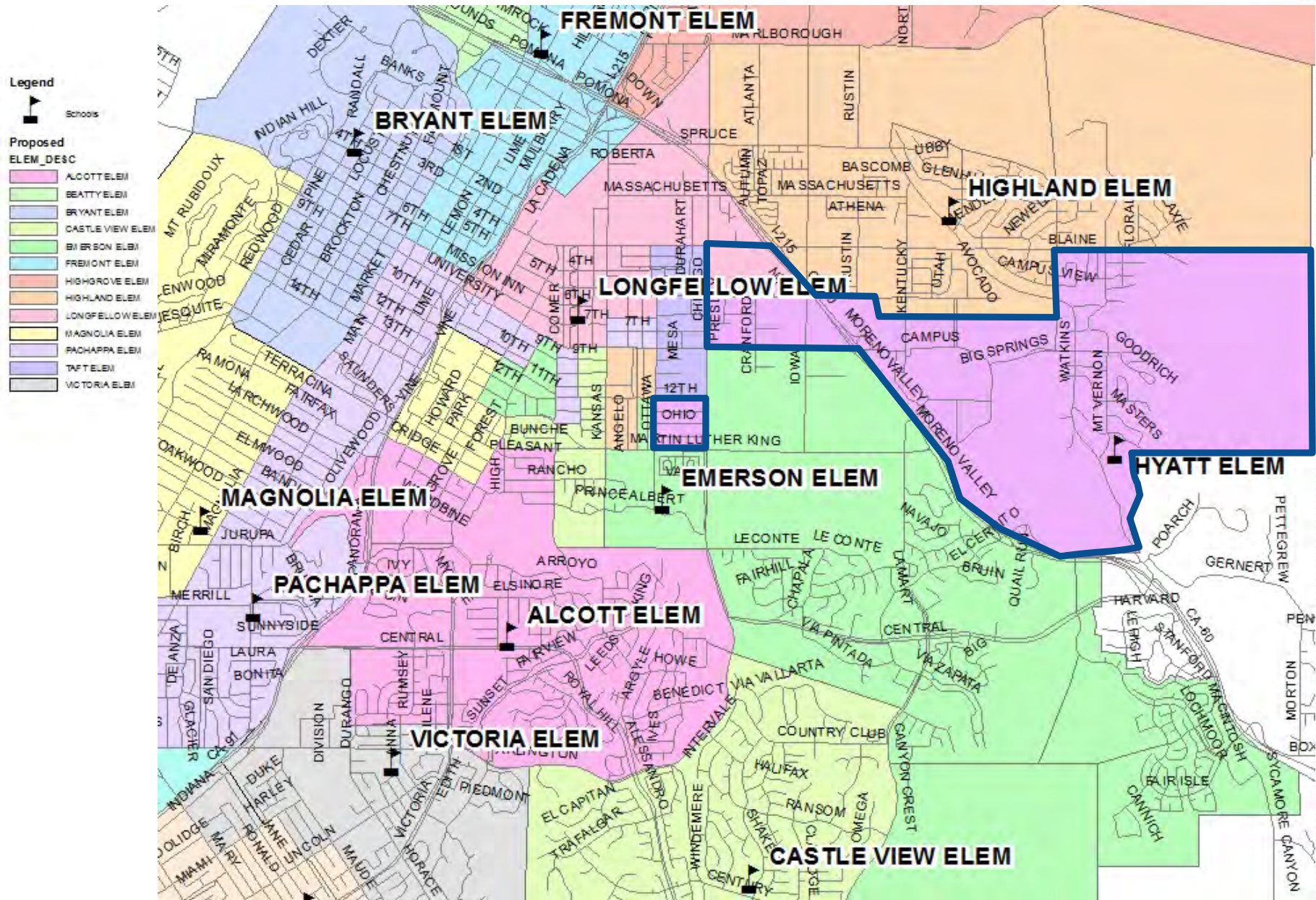
Approval of Attendance Area Adjustments for Emerson, Highland, Longfellow, and Pachappa Elementary Schools

Riverside Unified School District
Board of Education Meeting
March 19, 2012

Tentative Timeline

Board of Education Meeting – Approved the Re-Purposing of Hyatt Elementary School With the STEM Academy	3/5/12
Letter to Hyatt Parents re: Board of Education Decision – Announce Parent Meeting (3/12/12)	3/7/12
Hyatt Parent Meeting – Repurpose of Hyatt (Review Board Decision) and Potential Attendance Area Adjustments	3/12/12
Principals' Meeting – Review Parent Response	TBD
Operations/Board Subcommittee Meeting	TBD
Highland Parent Meeting re: Potential Attendance Area Adjustments	3/15/12
Board of Education Meeting – Decision Regarding Potential Attendance Area Adjustments	3/19/12
Letter to Parents Affected by Attendance Area Adjustments	3/21/12

Current Attendance Areas



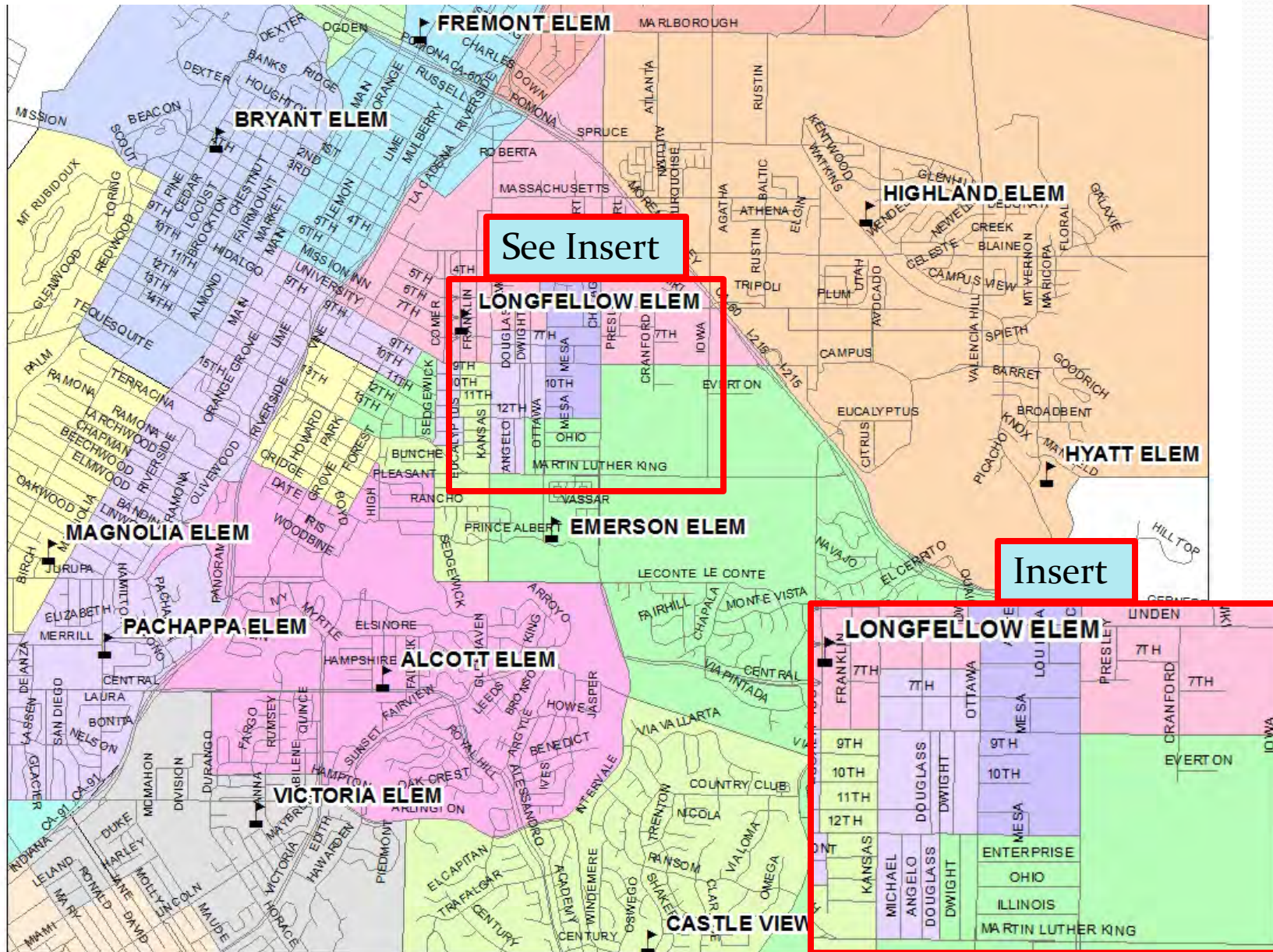
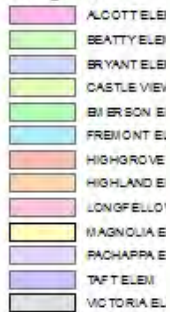
Proposed Attendance Areas

Legend

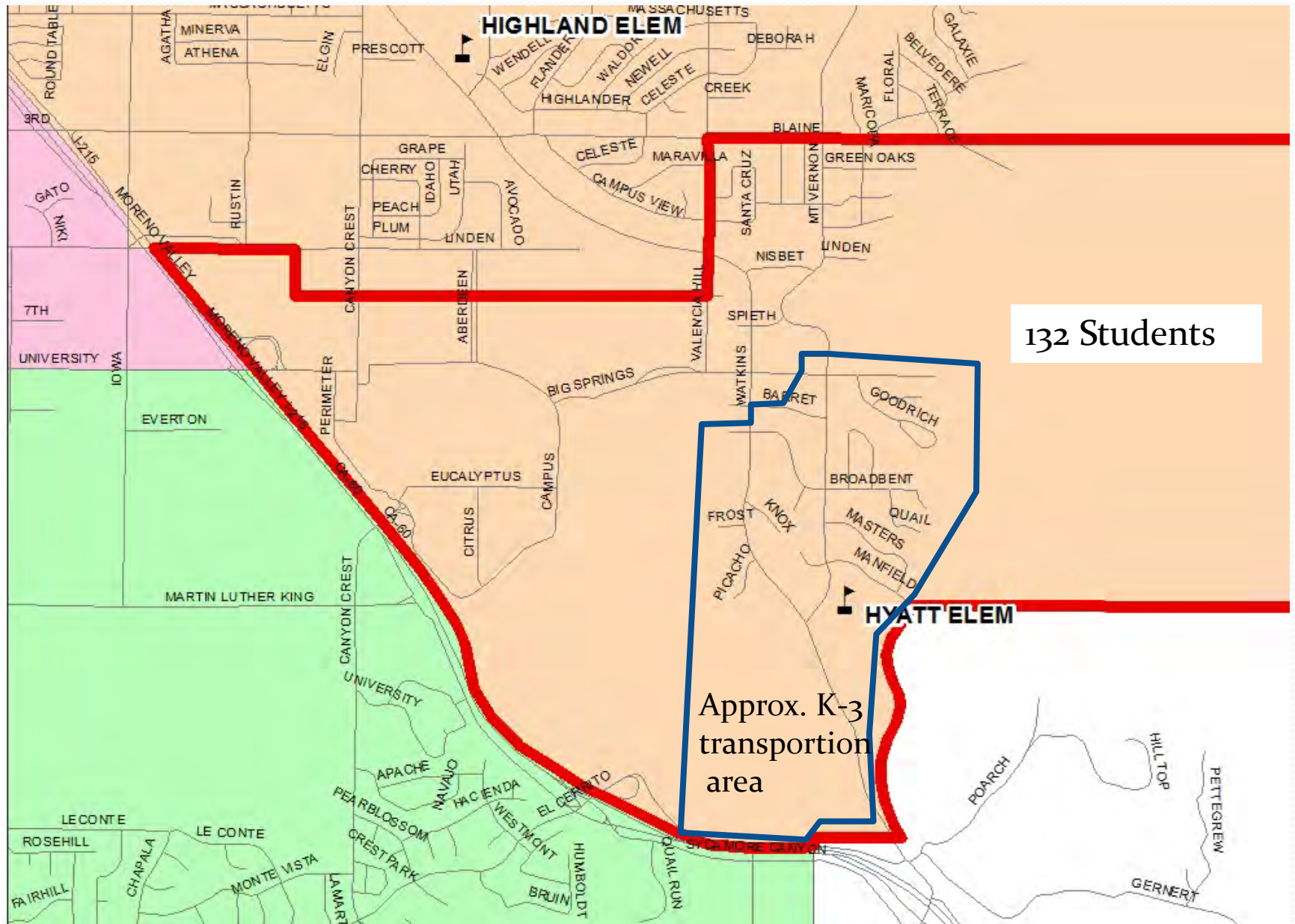


Schools

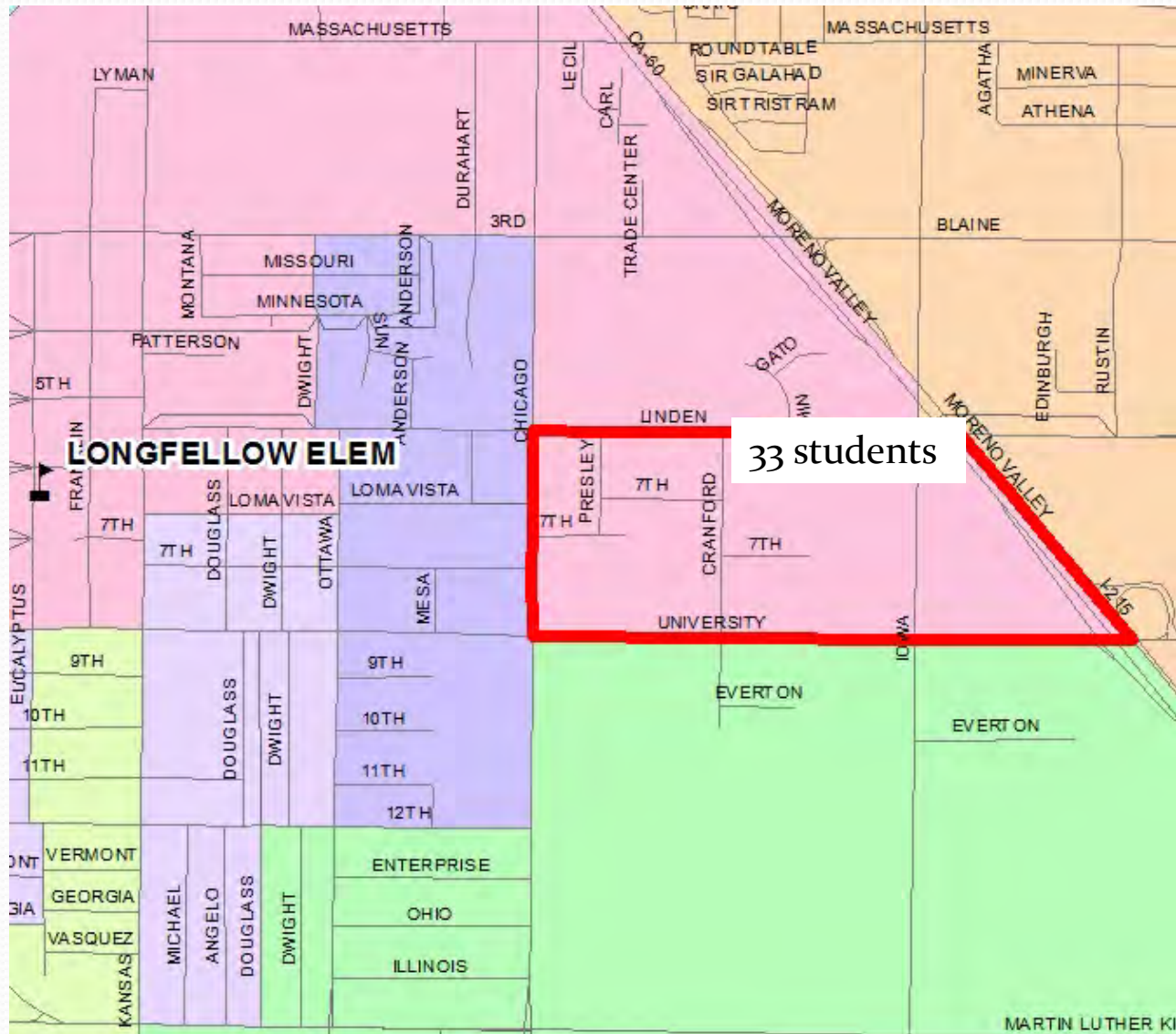
Proposed ELEM_DESC



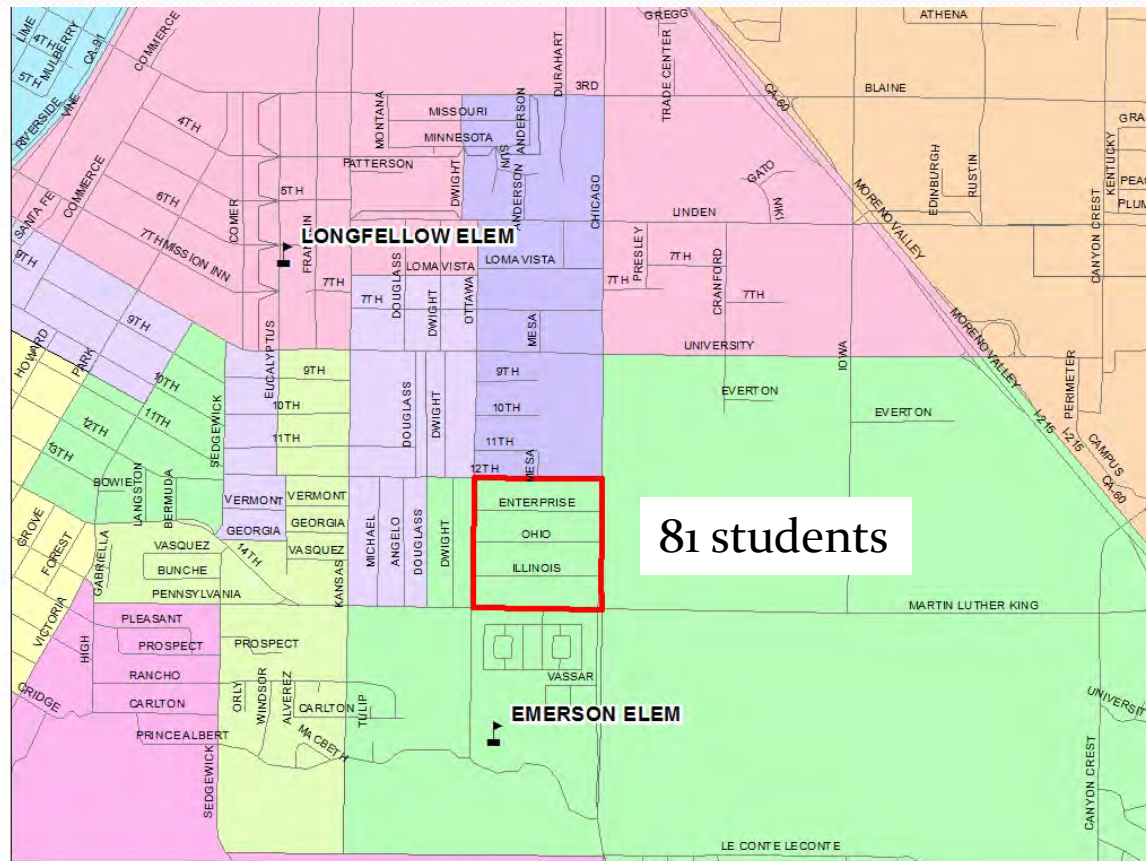
Hyatt to Highland



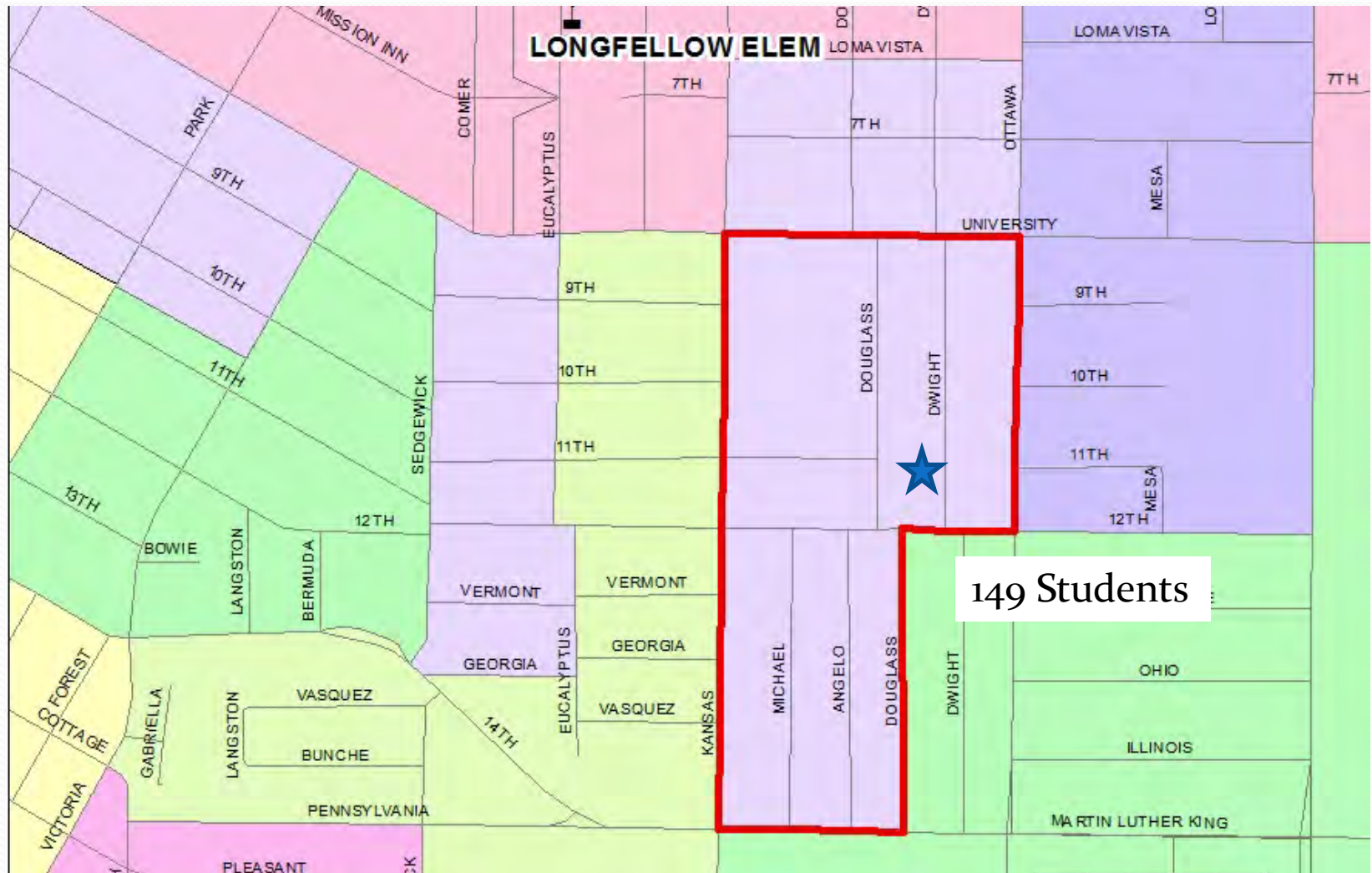
Hyatt to Longfellow



Hyatt to Emerson



Highland to Pachappa



From this point, 2.8 miles to Pachappa, 2.7 miles to Highland

Enrollment Forecasts 2012/13

Not including SDC

	Forecast	Hyatt	Highland	Change	Total
Emerson	676	81		81	757
Hyatt	277	-277		-277	0
Highland	781	132	-149	-17	764
Longfellow	832	33		33	865
Pachappa	605		149	149	754
Transfers at Hyatt				31	

Ethnic Make-up of Schools - Current

Schools	Hispanic	White	African Am.	Other
Emerson	56.1%	15.2%	17.1%	11.6%
Highland	61.7%	17.2%	14.1%	7.0%
Hyatt	63.8%	18.4%	13.3%	4.5%
Longfellow	93.3%	2.6%	1.6%	2.5%
Pachappa	61.0%	30.3%	5.8%	2.9%
RUSD Elementary	59.6%	25.2%	7.6%	7.6%

Proposed

Schools	Hispanic	White	African Am.	Other
Emerson	59.4%	14.0%	16.1%	10.5%
Highland	52.4%	22.7%	16.7%	8.2%
Longfellow	92.5%	2.8%	1.9%	2.9%
Pachappa	66.9%	24.8%	5.8%	2.5%

Ethnic Make-up of Schools - Changes

Schools	Hispanic	White	African Am.	Other
Emerson	3.3%	-1.2%	-1.0%	-1.1%
Highland	-9.3%	5.5%	2.6%	1.2%
Longfellow	-0.8%	0.2%	0.3%	0.4%
Pachappa	5.9%	-5.5%	0.0%	-0.4%

Intra-district Transfers

- Regular transfer window to any elementary school closes March 30.
 - The transfer window will be extended if necessary
 - Current Hyatt students will be given priority except for schools that are closed to transfers
 - If requested, current Highland 5th grade students will be allowed to remain at Highland, on transfer, for next year
 - Transfers for sibling will be considered on a space available basis
 - Bus transportation is not provided for students on transfer

Program Improvement Transfers

- Program Improvement transfers will be available for two weeks after the Board decision on attendance areas is made.
- Letters will be sent to parents identifying the following options:

PI School	Transfer Choice	Transfer Choice
Emerson	Alcott	Harrison
Highland	Alcott	Washington
Longfellow	Castle View	Washington
Pachappa	Castle View	Rivera

Families may request either school. It may not always be possible to honor the first choice.

Application to the STEM Academy

- Attend one of the Riverside STEM Academy (RSA) Parent Information Nights – to be announced
- Complete the online Entrance Application identifying the home school as Hyatt Elementary
- Students must have a minimum of 'Basic' on their 2011 CST scores in ELA & Math
- Participate in a consultation meeting with RSA staff
- Hyatt students that have completed the entrance application, meet the minimum CST requirement, and participate in a grade consultation meeting will have priority and will be enrolled into the RSA until all seats are filled.

**Riverside Unified School District
Operations Division**

Hyatt Proposed Attendance Area Adjustments Parents Meeting
Hyatt Elementary School Multi-Purpose Room
March 12, 2012
5:30 p.m.

MINUTES

PRESENT: Kirk Lewis, Assistant Superintendent, Operations; Judi Paredes, Assistant Superintendent, Instructional Services; Janet Dixon, Director, Facilities Planning and Development; Hayley Calhoun, Hyatt Elementary School Principal; Raúl Ayala, Highland Elementary School Principal; Michelle Cortes and Christy Ekman, Principal and Assistant Principal, Longfellow Elementary School, respectively; Dale Moore, Instructional Services Specialist, STEM Academy; Hyatt Elementary School parents, Ms. Annette Paramo, Translator, and Lizette Delgado, Recorder,

Mrs. Calhoun welcomed the parents and introduced District staff and the school principals in attendance.

Dr. Lewis stated that he was sharing new information since the last parent meeting and that the meeting was going to focus on the potential attendance areas adjustments that are going to become effective in the 2012-2013 school year. The attendance area adjustment proposal will be presented to the Board of Education for approval at their meeting on Monday, March 19, 2012, which will be held at the Riverside Adult School Auditorium at 5:30 p.m. He encouraged parents to attend the meeting.

Dr. Lewis shared that the Board Education approved the reuse of Hyatt with the STEM Academy at the March 5, 2012, meeting. He presented an updated timeline culminating with a letter that will be sent to parents on March 21, 2012 confirming the Board's approval of the attendance area adjustments.

Mrs. Dixon presented information concerning the current Hyatt and nearby school attendance areas and the proposed attendance areas for Hyatt students for the 2012-2013 school year:

- 132 students currently residing east of the 215 Freeway will be attending Highland Elementary School.
- 33 students currently residing in the area between Linden and University and west of the 215 Freeway and east of Chicago Avenue, will be attending Longfellow Elementary School.
- 81 students currently residing west of Chicago and East of Ottawa between 12th street and Martin Luther King Boulevard, will be attending Emerson Elementary School.

Mrs. Dixon reminded parents that per District standards, transportation is provided for K-3 grades if the distance from home to school is greater than 1.25 miles and for grades 4-6 if the distance is greater than 2.25 miles.

Mr. Ayala presented information concerning Highland Elementary School's achievements and programs such as school-wide expectations (I R.O.C.K.); science, HEARTS; 100 Mile Club; Peace Patrol (6th grade), Environmental Club (6th grade); School Beautification Projects (ELAC & PTA); school dances (PTA sponsored); and the school's instructional focuses: English Language Arts (Early Literacy); Mathematics (Pythagoras), and Extending Learning Opportunities (technology, iPad, computer lab).

Ms. Cortez presented information concerning Longfellow Elementary School's achievements and programs such as a rigorous instructional program; technology in action, differentiated instruction and intervention programs; HEARTS; parent involvement; API and AYP results showing growth in every single area.

Mrs. Paredes presented information concerning Emerson Elementary School's achievements and programs such as parent involvement; community garden; science camp; ELAC & PTA support; new classroom wing; technology (iPod, mini-laptop computers); and after-school programs.

Mrs. Paredes encouraged parents to visit the schools that their students will be attending next year to get to know the principals and the schools, and suggested that they visit the schools websites and review the schools report cards. She also recommended that they attend the schools' open house and other events.

Mrs. Calhoun also provided information concerning Castle View Elementary School and said that the school is approximately 4.5 miles from Hyatt; it has approximately 550 students, a band and choir program, technology programs, and a very active PTA. She said that half of the student population is transported by bus to the school.

Dr. Lewis reminded parents that the intra-district transfer window closes on March 30th, but that the window will be extended if necessary; that current Hyatt students will be given priority except for schools that are closed to transfers; and that bus transportation is not provided for students on an intra-district transfers. He mentioned that transfer forms are available in the Hyatt office.

Mr. Moore spoke about the STEM Academy, responded to parents' questions, and advised parents to attend one of the academy's parent information nights scheduled for Tuesday, March 20th, and Monday, March 26th at 6:00 p.m. in the Multi-Purpose Room at Central Middle School. He added that the online entrance application needs to be completed identifying the home school as Hyatt (application also available at Hyatt); that students must have a minimum of "basic" on their 2011 CST scores in English Language Arts and Math, and participate in a consultation meeting with an academy staff member. Mr. Moore added that Hyatt students that have completed the entrance application, meet the minimum CST requirement, and participate in a grade consultation meeting will have priority and will be enrolled into the academy until all seats are filled.

Dr. Lewis stated that program improvement transfers will be available for two weeks after the Board decision on attendance areas is made and that a letter to parents will be sent identifying

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the options and transfer choices concerning Emerson, Highland, and Longfellow Elementary Schools, currently program improvement schools. He added that transportation is provided for students on program improvement transfers.

Parents voiced their questions regarding the proposed attendance area adjustments and its implications. Questions included:

Will parents be notified of the school where their students will be attending?

A: Yes. After the Board approves the proposed attendance area changes, a letter will be sent to parents of the students affected by the changes. Detailed maps and an explanation of the transfer opportunities and deadlines for application will be included.

Will siblings of students being transported but who don't qualify based on District transportation criteria, be offered/provided transportation?

A: K-3 students who reside more than 1.25 miles away from the school will be provided transportation. There are no 4-6 grade students that reside more than 2.5 miles away from the school, so transportation for these students will not be provided. Special consideration for bussing may be given to 4-6 grade students if there is room on the bus.

Where will Special Education students be attending?

Both special education classes will be relocated to Castle View Elementary School. It is very likely that special education students will be individually evaluated and recommended for placement at other schools that may be closer to their residence.

Will my child have priority in the transfer process?

A: Hyatt students will be given priority except for schools that are closed to transfers.

If my child's home school is not Hyatt, can he still be considered for the STEM Academy?

A: All students in the District that meet the qualification criteria (students must have a minimum of "basic" on their 2011 CST scores in English Language Arts and Math) are eligible to apply to the STEM Academy.

Dr. Lewis thanked the parents for their attendance and participation and he reminded them of the Board of Education meeting on Monday, March 19th, if they would like to speak directly to the Board.

Ms. Dixon, Dr. Lewis, and principals answered individual parent questions after the conclusion of the meeting.

The meeting was adjourned at 6:34 p.m.

**Riverside Unified School District
Operations Division
Facilities Projects**

Operations/Board Subcommittee Meeting
March 15, 2012

Dugout Fencing, District-Wide Costs and Needs

6' galvanized fencing, top and bottom rail: \$3,950 per field
 Upgrade to green vinyl coated chain link \$ 450 per field
 Modifications (fabric only, use existing posts) \$ 2,210 per field

	VBB	VSB	JVBB	JVSB
Arlington	OK*	OK*	OK*	OK*
King	Need	OK	OK	OK
North	Need	OK	OK	OK
Poly	Need	OK*	Need	OK*
Ramona	Need	Need	Modify	Modify

Cost to bring all district ball fields up to the new fencing standard:

New Install:	Galvanized	\$23,700
	Green Vinyl	\$26,400
Modify:	Galvanized	\$2,210
	Green Vinyl	\$2,660
Total:	Galvanized	\$25,910
	Green Vinyl	\$29,060

*New Construction will reflect the district standard.



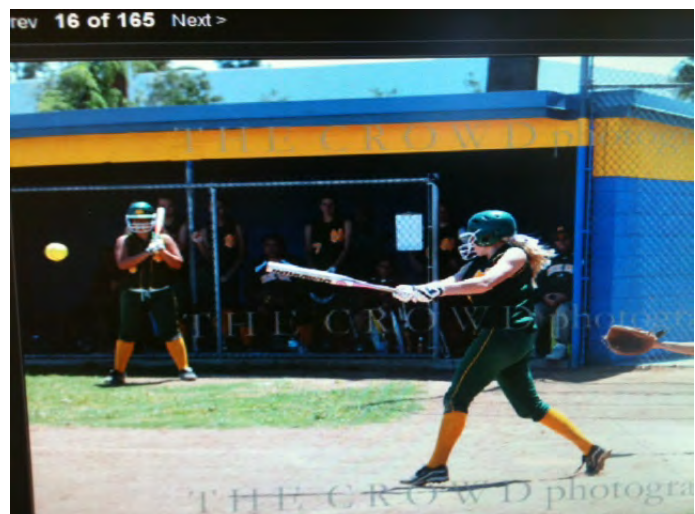
Suggested typical fencing installation



Modify Ramona's JV fields by retrofitting 6' chain link fabric in lieu of 4' fabric on existing posts and rails.



Existing Condition, North Varsity Baseball (only 4' high, large entry opening (not up to the new standard))



Existing Condition, North Varsity Softball (6' high, small entry opening (meets the new standard))