

**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.