

Riverside Unified School District
Operations Division
Board Operations Subcommittee Meeting
3380 14th Street, Riverside, Conference Room 3 A/B
May 16, 2013 – 10:00 a.m.

MINUTES

CALL TO ORDER: 10:00 a.m.

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

Also present were Mr. Mike Fine, Mr. Orin Williams, Mrs. Janet Dixon, Mr. Kevin Hauser, Mr. Dan Brooks, Mr. Coleman Kells, Ms. Debbie Ausman-Haskins, Ms. Hayley Calhoun, Ms. Shani Dahl, Ms. Ellen Parker, Mr. Marco Eacrett, HMC, Mr. Ron Kuehl, Neff Construction, and Ms. Lizette Delgado (Recorder).

Discussion Items

1. Guidelines for Implementing Title IX Requirements – Email to Principals

Staff presented the guidelines issued to high school principals concerning requests for adding, modifying, or improving athletic facilities. Dr. Lewis emphasized that as a general rule, any modification, addition, or improvement made for boys facilities, must also be made for girls facilities (and vice versa). He also noted, that if a means (funding) to provide equal modifications, additions, or improvements is not identified or forthcoming, the initial modification, addition, or improvement should not be approved or will need to be removed (in after the fact situations). Dr. Lewis added that enforcement of the guidelines is the responsibility of the site administration.

Subcommittee members recommended that a Board Policy and Administrative Regulations be developed to include the guidelines for meeting and maintaining Title IX requirements in the District. Issues concerning access to District facilities and issuance of keys and alarm codes to staff were also discussed by the subcommittee. The Subcommittee also recommended that Assistant Principals, with Athletic Director duties, play a major role with the enforcement of these guidelines.

2. Hawthorne Elementary School Traffic Concerns

Ms. Ellen Parker presented an overview of the concerns that have been expressed about the traffic around Hawthorne Elementary School. She gave a PowerPoint presentation and discussed the strategies that have been implemented to improve the flow of pedestrian and vehicular traffic. Additional strategies recently proposed by the City Traffic Engineer were also reviewed and discussed. After discussing the information presented, subcommittee members asked staff to document all the steps the District has taken to remedy the situation and to provide the information to Councilman McArthur.

3. Review of Measure B Projects

Staff reviewed the status of the Measure B projects that have been approved by the Board of Education. Subcommittee members agreed to submit for the approval of the Board of

Education at a future meeting, the designation of some Measure B funds for Deferred Maintenance needs.

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4. Unscheduled Communications

Ms. Janet Dixon, spoke to the Subcommittee concerning the design of the Arlington High School varsity baseball field. It was explained that the original design had the field oriented along Jackson St. While foul balls onto Jackson Street was a concern, the driving factor for re-orienting the field to its current location was the desire by Coach Rungo to maintain the orientation of the field where it had been previously. The primary reason was sun orientation –to not have the first baseman looking into the sun (towards the west). While other options were presented, Coach Rungo preferred the current location even though foul balls onto the railroad tracks were a recognized consequence of the decision.

Subcommittee members asked staff to send a letter to the Booster Club and to copy the baseball coaches to let them know that the subcommittee concurred that everything concerning the field has been done properly and that they are satisfied with the design and construction of the field.

Action Items

5. Approval of Minutes

Dr. Beaty moved and Mr. Hunt seconded to approve the minutes of the January 31, 2013, meeting, as presented.

6. Hawthorne 1 Letter – Site Disposition

Staff presented the letter sent to the Office of Public School Construction concerning the District's progress with respect to the sale of the Hawthorne 1 site. In the letter, we requested their input regarding obtaining a tentative tract map on the property to increase the selling value of the site and the possibility of the District being able to deduct the costs of obtaining the entitlements from the sales price of the land prior to splitting the proceeds. The Office of Public School Construction responded that the proposal does not appear to meet the requirements as outlined in the conceptual approval board item and that any and all differing proposal changes from the original approval must be submitted as a *School District Appeal Request* (Form SAB 189) seeking State Allocation Board approval.

The subcommittee reviewed and made comments concerning the information presented. Staff informed the subcommittee that prior to the sale of the property, the Board of Education must appoint a 7-11 Advisory Committee to evaluate the property to determine whether to recommend that it be surplussed. Subcommittee members recommended bringing this item back for review and discussion at a future meeting.

7. School Security Audit (Fencing and Gates) – Status Update

Staff informed the subcommittee that every school is being inspected to evaluate the fencing and gate conditions with respect to security. The goal is to develop a recommendation for improvements to ensure that security at the entrances to schools and perimeter fencing meets a common standard. Mrs. Dixon detailed the progress regarding the audits that have been

conducted to date and stated that she will write a report of findings from her audits. Mrs. Dixon mentioned that some sites will cost more to bring them up to the desire standards. While all of the sites have not been audited, the current estimated cost for security modifications is \$1,396,750.

8. School Security Measures

A general discussion about potential security measures was held with the subcommittee members. Information concerning intruder locks and a review of security procedures was presented as follows:

Intruder Locks – Dr. Lewis informed the subcommittee that most school classrooms have locksets that can be locked from the inside and that it is estimated that 338 “intruder” locksets are needed to retrofit the remaining classrooms that do not have this capability. A rough estimate: based on the need for 338 locksets at \$320/lockset (time and materials), equals \$108,160. He also stated that if the subcommittee wishes to utilize Measure B funds for this installation, an amendment to the Facilities Improvement Plan will be necessary.

Review of Security Procedures – Dr. Lewis informed the subcommittee that a number of meetings were held with principals to review and discuss existing security measures. Staff and representative principals reviewed these procedures with the subcommittee.

After discussing the security issues and receiving input from staff, the subcommittee recommended that the School Security Measures be presented as a report/discussion item to the Board of Education at the June 17, 2013, regular meeting. The subcommittee also recommended that the intruder locks item and the amendment to the Facilities Improvement Plan be submitted for approval by the Board of Education.

9. Recommendation for Improving the Security at the Entrance of Highland Elementary School

Dr. Lewis stated that on January 31, 2013, the subcommittee agreed that the two options for securing the entrance at Highland Elementary School be presented for consideration of approval by the Board of Education. At the Board of Education meeting on February 19, 2013, it was decided that the subcommittee re-examine the two options so that a recommendation could be developed and brought back for consideration by the whole Board.

The subcommittee re-evaluated the options presented and agreed to recommend the Highland Elementary School modification option for design approval by the Board of Education. The estimated cost of \$504,000 includes \$300,000 for construction, soft costs (\$120,000), and contingency (\$84,000).

It was noted that the estimated amount could be dramatically affected by further DSA review and requirement that “ADA enhancements” be performed, such as restroom remodels, drinking fountains, parking alternations, and path-of-travel such as walkways and ramps. Also, the architect has stated his best estimate with the limited knowledge of actual existing grades and cross-slopes, utilizing a Smart Level in select locations; however, it will require a civil survey and review to know exactly what grades would need to be addressed and the extent of the work.

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10. Subcommittee Member Comments

Mr. Hunt and Dr. Beaty asked staff to present an information item at a future meeting concerning the housing developments in the different parts of the city and their impact on the student population and schools.

Mr. Hunt requested that an update on the status of the Glass property be presented to the subcommittee for further discussion at a future meeting. He also made comments on the City's budget and the impact on the Crossing Guard and Riverside Police Department SRO programs.

Adjournment

Mr. Hunt adjourned the meeting at 1:45 p.m. in appreciation and recognition of Mrs. Janet Dixon for her years of service in the Riverside Unified School District.