

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
May 16, 2013 – 10:00 a.m. to 1:00 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.

Discussion Items

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

Staff will present the guidelines issued to high school principals concerning requests for adding, modifying, or improving athletic facilities.

2. Hawthorne Elementary School Traffic Concerns

Ellen Parker will present an overview of the concerns that have been expressed about the traffic around Hawthorne Elementary School. She will also discuss the strategies that have been implemented to improve the flow of pedestrian and vehicular traffic. Additional strategies have been proposed by the City Traffic Engineer which will be reviewed and discussed.

3. Review of Measure B Projects

Staff will review the status of the Measure B projects that have been approved by the Board of Education for design.

Public Relations

4. Unscheduled Communications

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

Action Items

5. Approval of Minutes

The subcommittee will be asked to approve the minutes of the January 31, 2013, meeting.

6. Hawthorne 1 Letter – Site Disposition

Staff will present the draft letter to the Office of Public School Construction concerning the district's progress with respect to the sale of the site.

It is recommended that the Subcommittee review and comment on the progress report.

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

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. Staff will detail the progress regarding the audits that have been conducted to date.

It is requested that the Subcommittee review and comment on the process.

8. School Security Measures

A general discussion about potential security measures will be held with the Operations/Board Subcommittee.

Intruder Locks - Most school classrooms have locksets that can be locked from the inside. It is estimated that 338 “intruder” locksets are needed to retrofit the remaining classrooms that do not have this capability. Rough estimate: based on the need for 338 locksets @ \$320/lockset (time and materials) = \$108,160. 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 – A number of meetings were held with principals to review and discuss existing security measures. Staff and representative principals will review these procedures with the Subcommittee.

It is recommended that the Subcommittee discuss the security issues and provide staff with direction in terms of next steps to be taken.

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

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.

It is recommended that the Subcommittee re-evaluate the options and determine a recommendation for presentation at a future meeting of the Board of Education.

Adjournment

From: Lewis, Kirk
To: [Principals - High Schools](#); [Asst. Principals - High Schools](#); [Rhoades, Jane \(Janie\) K.](#); [Reller, Gerard A.](#); [Mills, Susan J.](#); [Painton, Trevor J.](#); [Hansen, Darel E.](#); [Angulo, Jamie M.](#); [Mcgroarty, Megan L.](#)
Cc: [Cabinet](#)
Subject: Guidelines for Implementing Title IX Requirements in Regards to Modifications, Additions, Improvements to Athletic Facilities
Date: Monday, March 04, 2013 10:41:00 AM
Attachments: [image001.png](#)

To All:

While formal guidelines have not been developed as Board Policy or District Administrative Regulations, I want to provide you with a general understanding of how to respond to any proposals (e.g. booster clubs, volunteers, and coaches) to modify, add, or improve athletic facilities. As background, you know that one of the issues addressed in the athletic facilities master plan projects was Title IX as it relates to equity of facilities for boys and girls. This equity issue further applies to equal funding, supplies, and furniture/equipment regardless of the funding source. For that reason, **any** request to modify, add, or improve the aforementioned items must be evaluated with respect to Title IX impacts before approval may be granted.

Needless to say, any modifications, additions, or improvements that occur without prior approval are subject to Title IX requirements as well and should be evaluated and addressed "after the fact".

As a general rule, any modification, addition, or improvement made for boys facilities, must also be made for girls facilities (and vice versa). For example, if the JV Softball Booster parents wanted to purchase and install a scoreboard, one needs to be provided for JV baseball whether it is funded by the JV Softball Booster parents, JV baseball, school general fund, or any other funding source for that matter. 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).

While all sports facilities and programs are subject to Title IX requirements, a majority of the issues pertain to baseball, softball, and team rooms. Below are some examples (but not limited to) where this concept applies:

Facilities: adding synthetic turf, upgraded elements (e.g. flooring, lighting, wall covering, fencing), etc...

Furniture/Equipment: adding pitching machines, adding/upgrading team room furniture/equipment, etc...

Principals need to communicate these requirements to administrators, Athletic Directors, Coaches, Booster Clubs, and any other potential donors.

Enforcement is the responsibility of the site administration.

If there are any questions regarding the application of Title IX equity requirements with respect to

athletic facilities, don't hesitate to contact me.

-Kirk

Kirk R. Lewis, Ed.D.
Assistant Superintendent, Operations
Riverside Unified School District
3380 14th St.
Riverside, CA 92501
(951) 788-7135 ext. 80413



From: [Libring, Steve](#)
To: [Parker, Ellen C.](#); [Fine, Michael](#); [Lewis, Kirk](#)
Cc: [MacArthur, Chris](#); [Conder, Chuck](#); [Boyd, Tom](#)
Subject: Irving Street...7 ideas
Date: Wednesday, May 08, 2013 8:05:01 AM
Attachments: [image5aab53.JPG](#)

We watched the traffic on Irving and noticed that parents still come early and line up – thereby blocking the street (and driveways) on Irving for up to 17 minutes (5 minutes before the bell and up to 12 minutes after dismissal bell)

The issue is – how can we get some of the parents to not do this and do something else? Some of the things that may help could include:

- Getting word out about Victoria parking available and encouraging more parents to take advantage of this
- Getting word out to parents to not come at 2:55 to 3:03 – as the lot will still be full and they will only be blocking the street which is source of concern (blocking driveways, passing on wrong side of road, loading passengers in the street, creating unnecessary gridlock) – have them leave home a few minutes later and let the lot clear out a little and get moving
- Opening up the bus zone for late coming parents – this would reduce the line in front of the homes if parents could drive right up to the bus zone around 3:00 pm or later.
- Create some walking school busses and have walking Wednesdays, Fit Fridays, and employ other Safe Route To School activities to encourage more walking and less driving. Even if “supervised” walkers only walked to Lincoln and were picked up by parents waiting there.
- Consider ways to reward “carpools” and help establish carpools – possibly carpools could be allowed in the bus zone and enter from Victoria (instead of from Lincoln) and help reduce the queuing on Irving
- Stagger dismissal 5-10 minutes like Alvord School District does to help relieve the “rush” to all be there at the dismissal bell
- Consider strategies to park more teachers off site and open up more spaces on site for the parents – thereby helping relieve the burden on Irving (possibly across from the residents)

If several of these strategies could at least be tried next year at the beginning of the school year (and train parents from the start)... and if some help reduce the long lines on Irving, we believe the resident complaints will reduce. Can we set a time now to meet this summer and explore these and any other ideas that RUSD may have for helping reduce the lines on Irving?



Councilman MacArthur,

The improvements we made were changing the signs on Victoria and allowing parents to park and walk in from there. The school announced this to the parents and it looks like **28 parents** are already taking advantage of this new area for dismissal.

I watched it during the afternoon dismissal – here's what I saw:

- 14 cars parked e/o Irving and 14 cars w/o – **28 total now using Victoria**
- 11 cars on Irving s/o Victoria
- 14 cars parked on Irving across from residential area
- 7 cars parked on Marion w/o Irving
- The line at 2:50 – 5 minutes before the dismissal bell was 3 cars SB on Irving n/o school entrance (no driveways blocked)
- The line at 2:55 – when the dismissal bell rang was 11 cars SB on Irving n/o school entrance (2 driveways blocked)
- The line at 3:00 – 5 minutes after the dismissal bell was 20 cars SB on Irving n/o school entrance (all driveways blocked)
- The line at 3:07 – 12 minutes after the dismissal bell was 0 cars SB on Irving n/o school entrance (no driveways blocked)
- There was a slight drizzle today

It appears that an announcement was made and up to 30 people have responded by using the Victoria area for parking and walking their student. This hasn't stopped the blocking of the driveways as parents insist on coming and lining up 5 minutes before the bell lets out, even though they are "stuck" on the street going nowhere. The entire dismissal takes 12-14 minutes to clear Irving and free up the area in front of the residents.

To reduce the stacking on the street, parents need to delay their arrival by a good 10 minutes and let the first wave of cars exit the lot which is full. Instead of stacking on Irving and waiting those 10 minutes (blocking driveways in the process), they could drive right up to the front door of the school and pick up their child with no waiting. Or, get more parents to park on Victoria, instead of waiting on Irving. It's really only about 30 parents or so that we need to train to do this to help free up Irving. With school only having 4 more weeks, maybe that's something we work with RUSD and next year's parents.

From: MacArthur, Chris
Sent: Monday, May 06, 2013 1:42 PM
To: Boyd, Tom; Libring, Steve

Subject: Fwd: Irving Street...

Tom/Steve:

Could you please recap the improvements that we made to help move the school traffic on Irving? Please see the complaint below. the constituent feels that no improvements have been made.

Thanks,

Chris MacArthur
Councilmember, Ward 5
City of Riverside

Begin forwarded message:

From: CATHY VAN STRALEN <cvs3565@msn.com>
Date: May 6, 2013, 1:27:16 PM PDT
To: Chris MacArthur <cmacarthur@riversideca.gov>
Subject: RE: Irving Street...

Mr. MacArthur,
I've not observed any improvements in my neighborhood re: the Hawthorne traffic issues. Could you please inform me of the results of the April 10 meeting with RUSD? What is now being done concerning this issue? I believe that the Irving St. neighbors have been patient. I feel as if we are still being ignored. Cathy Van Stralen

> From: CMacArthur@riversideca.gov
> To: cvs3565@msn.com
> Subject: Irving Street...
> Date: Thu, 14 Mar 2013 23:27:27 +0000
>
> Thank you Mrs. Van Stralen for your e-mail. We have been dealing with the Hawthorne Traffic issue ever since the school opened in January, 2008. The City has implemented many measures to try to move traffic on Irving. (We unfortunately have no control over where the RUSD places their schools.) The RUSD has been cooperative for the most part, but are still resisting the suggestions of our traffic engineer. We will be conducting a site visit tomorrow and re-opening of drop off zones on Victoria and Irving, south of Victoria. We will also be having a meeting with the RUSD on April 10 to look at additional plans to better move the cars in their parking lot and the exiting of students from the school. You should see some immediate improvement, but I ask for your patience as we continue to work through this.
>
> Best wishes,
>

- > Chris MacArthur
- > Councilmember, Ward 5
- > City of Riverside
- >
- >
- >
- >
- >

Riverside Unified School District
Operations Division
Board of Education Actions as of February 19, 2013
Prioritization of Remaining Measure B Projects

Remaining Projects		Location	1/22/2013	Cumulative Total	Estimate
1	Athletic Facilities Master Plan Completion (supplement)	North	\$773,365	\$ 773,365	Actual
2	Parking Lot Reconfiguration	Victoria	\$212,095	\$ 985,460	Actual
3	Parking Lot Lights, Priority A	Multiple Sites (7)	\$256,000	\$ 1,241,460	
4	Priority Energy Management System Upgrades	Various (13)	\$1,207,500	\$ 2,448,960	
5	Restroom Renovations Phase II	Multiple Sites	\$500,000	\$ 2,948,960	
6	Campus Access Control/Security – Admin. Bldg	Adams	\$45,227	\$ 2,994,187	Fence/Gate Solution
7	Campus Access Control/Security – Admin. Bldg	*Jackson	\$62,484	\$ 3,056,671	Fence/Gate Solution
8	Campus Access Control/Security – Admin. Bldg	Jefferson	\$46,573	\$ 3,103,244	Fence/Gate Solution
9	Campus Access Control/Security – Admin. Bldg	Madison	\$77,786	\$ 3,181,030	Fence/Gate Solution
10	Campus Access Control/Security – Admin. Bldg	North	\$41,993	\$ 3,223,023	Fence/Gate Solution
11	Campus Access Control/Security – Admin. Bldg	Alcott	\$280,000	\$ 3,503,023	Fence/Gate Solution
12	Campus Access Control/Security – Admin. Bldg	*Emerson	\$180,000	\$ 3,683,023	Fence/Gate Solution
13	Campus Access Control/Security – Admin. Bldg	Highland	\$640,000	\$ 4,323,023	Fence/Gate Solution
14	Campus Access Control/Security – Admin. Bldg	STEM/Hyatt	\$44,075	\$ 4,367,098	Campus Supervisor
15	Longfellow Hedge - south perimeter	Longfellow	\$7,100	\$ 4,374,198	
16	Campus Access Control/Security – Admin. Bldg	Additional Schools	TBD		
17	Career Tech Ramona Theater	Ramona	\$2,154,603		
18	Energy Projects to assist General Fund	Various	\$1,000,000		
19	Lunch shelters at Poly	Poly	\$250,000		
20	Remaining Measure B Contingency		\$1,000,000		
21	Deferred Maintenance	Misc.	\$1,000,000		Misc.
22	Parking Lot Lights, Priority B and C	Multiple Sites (12)	\$456,000		
23	Honor Walks at Remaining High Schools	King, Ramona, North	\$75,000		
			\$5,935,603		

Unrestricted Measure B Funds
Project Savings (New and Mod)
Total Measure B Available

* Requires addendum to FIP

UNOFFICIAL
This is an uncorrected copy of Board
Operations Subcommittee Minutes. The
Minutes do not become official until they
are approved by the Board Subcommittee
at the next meeting.

Riverside Unified School District
Operations Division

Board Operations Subcommittee Meeting
3380 14th Street, Riverside, Conference Room 3 A/B
January 31, 2013 – 10:30 a.m.

MINUTES

CALL TO ORDER: 10:30 a.m.

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

Also present were Mr. Mike Fine, Mrs. Janet Dixon, Mr. Kevin Hauser; Ms. Christina Duran, Mr. Paul Chavez, Mr. Bob Garcia, Ms. Suzanne Green, Mr. Samuel Hicks, Mr. Morris Mendoza, Ms. Rebecca Scala, and Ms. Tamara Wamsley, community members; Mr. Marco Eacrett, HMC; Ms. Dayna Strahley, The Press-Enterprise; and Ms. Lizette Delgado (Recorder).

1. Approval of Minutes

Dr. Beaty moved and Mr. Hunt seconded to approve the minutes of the January 17, 2013, meeting, as presented.

2. Measure B Project List Approval – Alternatives for February 19th Board of Education Meeting

Dr. Lewis presented the Prioritization of Remaining Measure B Projects items for consideration and approval by the Subcommittee for presentation at the February 19, 2013 Board of Education meeting. The subcommittee received information concerning each of the nine school sites that are being considered for a fence/gate security solution. Dr. Lewis stated that the estimated amounts for the projects do not include soft costs and contingency. Board approval is requested for the design of the projects only.

After discussing the unique security needs of each site, Mr. Hunt moved and Dr. Beaty seconded to present the following fencing/office alternation options for the following sites, for the Board of Education’s consideration and approval, including the estimated cost of hiring a 7 hour Campus Supervisor for the next three to four as an immediate security solution for the Riverside STEM Academy:

John Adams Elementary School	\$	45,227
Louisa May Alcott Elementary School	\$	280,000
Highland Elementary School	\$	640,000
Highland Elementary School – Mod	\$	300,000
Thomas Jefferson Elementary School	\$	46,573
Emerson Elementary School	\$	180,000
Andrew Jackson Elementary School	\$	62,484
Madison Elementary School	\$	77,786
John W. North High School	\$	41,993
Riverside STEM Academy		Campus Supervisor

It was noted that the above estimates could be dramatically affected by further DSA review and requirements that “ADA enhancements” be performed, such as restroom remodels, drinking fountains, parking alterations, and path-of-travel such as walkways and ramps. It was also of note that the architect has stated his best estimate with the limited knowledge of actual existing grades and cross-slopes. A civil engineer’s survey and review will be required to know exactly what grades would need to be addressed to determine the scope work.

Discussion Items

3. School Security Measures

Staff presented a list of options for consideration by the subcommittee, which included:

1. Intruder Locks – \$108,000 rough estimate for 338 locksets – Most schools have locksets that can be locked from the inside.
2. Electric Rolling Gates (e.g. Staff Parking Lots) – \$10,000 average cost for each (includes new gate, track, drive unit, key pad, sensor loops, and power).
3. Security Officers – Average cost for District-wide (46 sites), 10-month officer positions, \$3,000,000 to \$3,500,000, annually, with fixed costs; 1 sergeant position, \$66,500 – \$78,000 annually, not including fixed costs.
4. Comprehensive Review of Fencing and Gates – All schools – Staff recommended retaining a consultant to inventory each site to ensure that a consistent application of security strategies is implemented.
5. Review and Adjustment to Security Procedures - Staff recommended that group of representative principals meet to review and make recommendations for visitor registration procedures, process for locking gates, and supervision at all ingress/egress locations before and after school.
6. Review and revision of Comprehensive School Safety Plan – Done yearly.
7. Enforcement of Required Drills – Recorded in the site safety committee meeting minutes.

Subcommittee members reviewed and discussed the information presented and asked staff to review all school sites concerning intruder locks and gates needs, and to evaluate the need of more security personnel at all campuses. They also requested information concerning lockdown and fire drills conducted at all high school in the past five years. This item will be presented again as an action item at a future subcommittee meeting.

4. Property Review

The Subcommittee discussed options concerning various school District properties: Cleveland and Myers, Hawthorne I, Property Adjacent to King High School, Grant Educational Center, District Office, and Van Buren South Prior to Wood Road. Subcommittee requested that staff contact Councilman Davis’ office regarding re-zoning the Gless property immediately north of King High School from commercial to high density residential and to present the outcome at a future meeting.

5. Schools Serving Casa Blanca

Staff presented conceptual options with respect to schools serving Casa Blanca. Dr. Lewis stated that the item was discussed by the Superintendent’s Cabinet and that it was recommended that the Board/Communications Subcommittee conduct a survey concerning

preference of schools of attendance and other issues. He added that Dr. Miller has contacted a consultant firm, K-12 Insight, concerning the survey. Ms. Dixon presented information regarding capacity available in the schools in the area for the 2013-2014 school year.

Public Relations

6. Subcommittee Member Comments

There were no comments from subcommittee members.

7. Unscheduled Communications

There were no comments from the public.



Riverside Unified School District

Operations Division – Planning and Development

3070 Washington Street, Riverside, CA 92504-4697 • (951) 788-7496 • (951) 778-5646

JANET DIXON
Director, Planning and Development

March 28, 2013

Ms. Candace Ly
Office of Public School Construction
707 3rd Street
West Sacramento, CA 95605

SUBJECT: Site Disposition Update on Hawthorne Elementary School (51-67215-00-001)

Dear Candace:

Riverside Unified School District has not yet attempted to sell the Old Hawthorne Elementary School site. As we have discussed previously, the site was of such little value due to the depressed real estate market, that the District felt it would be better to wait until the market improved to attempt to sell the property.

Though the market has very recently showed some signs of improvement, values have not risen nearly to the point where the District would like to attempt to sell the property in its current condition. The property has been the subject of extensive vandalism. Most of the wiring to buildings has been stolen, and HVAC units have been pried open to obtain parts that may be of value as scrap, making them unusable. Ultimately the buildings will most likely need to be demolished to make way for a productive use of the property.

We have a subcommittee of our Board of Education that focuses specifically on facilities matters in the District. One of the members of the committee has requested that we explore the possibility of obtaining a tentative tract map on the property, thereby increasing the value of the land. If the District were to take that course of action, would we be able to deduct our costs of obtaining the entitlements from the sales price of the land prior to splitting the proceeds with the State?

Thank you for your assistance. Of course if you have any questions, please let me know.

Sincerely,

Janet Dixon
Director, Planning and Development
Riverside Unified School District

April 2, 2013

Ms. Janet Dixon
District Representative
Riverside Unified School District
3380 14th Street
Riverside, CA 92516

RE: Facility Hardship Replacement Project, 51/67215-00-001

Dear Ms. Dixon:

Thank you for submitting the progress report on the old Hawthorne site. The Office of Public School Construction has reviewed the District's report dated March 28, 2013. The District is proposing to obtain a tentative tract map on the property to increase the selling value of the site and would like to know if the costs of obtaining the entitlements can be deducted from the selling price prior to splitting the proceeds with the State. The request doesn't appear to meet the requirements as outlined in the conceptual approval board item. 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.

Should you have any questions concerning this matter or need additional information, you may contact me at candace.ly@dgs.ca.gov or (916) 375-4187 or my supervisor Ms. Janna Shaffer at janna.shaffer@dgs.ca.gov or (916) 376-1822.

Sincerely,



CANDACE LY
Project Manager
Office of Public School Construction

cc: Project file

PRELIMINARY School Security Items
Does Not Include First Phase Items or Roof Access Issues

Priority	School	DSA Required	Non-DSA	Misc Work Orders	
1	Adams				
1	Arlington		\$ 6,525	600	Raise kinder fence, remove maint ladder
1	Bryant				Additional entry at attendance office, fencing
1	Castle View				Office entry. Minor office remodel
1	Central				Raise front fencing, accessible gate locks
1	EOC				Office entry fencing
1	Franklin				Fencing throughout site, ADA
1	King		\$ 16,400	400	Fencing
1	Lincoln				Fencing, gate repair, automated drive gate
1	Longfellow				Fencing throughout site, ADA, new visitor parking lot
1	Magnolia				Slated fencing at Kinder
1	Madison		\$ 3,300	peep hole	New fence behind current fence along Magnolia, fencing at parking lot, office entry
1	North		TBD		Low Fencing on North of Campus and Rear Gate
1	Sierra				Gates
1	Sunshine*		\$ 17,000	keys	Fencing at office and at NIS
1	Taft		\$ 25,000	door contact	Automatic gate
1	Victoria		\$ 7,750	fence post	Fencing
2	Beatty			Keys	Kinder fencing
2	Chenawa				
2	Fremont		\$ 10,000		Gate near Main Street Entrance
2	Gage			peep holes, extend fence	Peep hole Room 102
2	Harrison				
2	Hawthorne				
2	Kennedy		\$ 20,000	gate lock	
2	Rivera*			Fence-	
2	STEM				
2	University		\$ 200		Raise fence by MPR
3	Earhart	No work required			
3	Highgrove*	No Work Required			
3	Lake Mathews	No work required			
3	Liberty	Fencing in front to be part of classroom wing project			
3	Miller (FAMMS)	No work required			
3	Monroe	No work required			
3	Mountain View	No work required			
3	Pachappa	No work required			
3	Poly	Fencing to be re-evaluated at conclusion of Athletic projects			
3	Ramona	No work required			
3	Twain	No work required			
3	Washington	No work required			
3	Woodcrest	No work required	\$ 99,650		
					\$1,346,750

**Security Audit of Facilities
Operations Division**

**Franklin Elementary School
April 17, 2013**

The entrance to the office is well-defined and encourages people to check in to the office. The first gate under the archway seems to be redundant and does not prevent entry into the site.



Photo 1: Redundant front gate that doesn't prevent entry

There are a number of fencing issues at the site.

The planter to the immediate east of the main entrance does not have a fence separating the exterior of the school from the interior. Anyone entering the planter can simply walk onto the interior of the campus. Twenty (20) feet of ornamental iron fence will need to be added in this location.



Photo 2: Planter east of main entrance from campus interior

The fence surrounding the kindergarten area is only about four feet tall. Approximately 324 feet of 6 foot tall chain link fencing will need to replace two sides of the fence. Access to the third side can be limited by tying the fence line into the property line with an additional 10 feet of fencing. The gate to the kindergarten area should also be secured

Security Audit of Facilities Operations Division

except at the start of school and at dismissal. The short gate can be relocated to the east side of the kindergarten yard to allow access for landscaping maintenance.



Photo 3: 4' kindergarten fence



Photo 4: Short kindergarten gate



Photo 5: East side of kindergarten yard, showing area where access can be controlled

Fencing by the delivery dock is short. A stairway leading from the driveway up to the delivery platform makes it very easy to climb over the fence into the lunch court area. The gate leading from the delivery area to the lunch area is left unlocked since the custodian to access a storage room and trash bins, particularly during lunch. I would recommend that a drive gate be installed further down the driveway to enclose the area

Security Audit of Facilities Operations Division

from outside access during school hours. This would require 30.5 feet of 6' high chain link fencing, including a drive gate.

Photo 6 and 7: Stairway leading from driveway to lunch court area, and gate leading from delivery area



Photo 8: Suggested location to install drive gate leading to loading dock and trash enclosure

Security Audit of Facilities Operations Division

There are some obvious areas that provide easy access to the roof.

At the entrance to the school, the front fence intersect is the covered walkway providing an easy means to climb onto the walkway roof. Once someone is on top of the covered walkway, they have access to most of the roofs on the campus.



Photo 9: Access to Roof from front entry fence

In the enclosed storage courtyard at the front of the campus, there are equipment cabinets that are tall enough to provide easy access to the roof. Currently, the Team Cleaning van is stored in this area, which provides even easier access to the cabinets, and then the roof.



Photo 10: Equipment cabinets providing access to the roof.

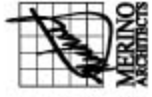
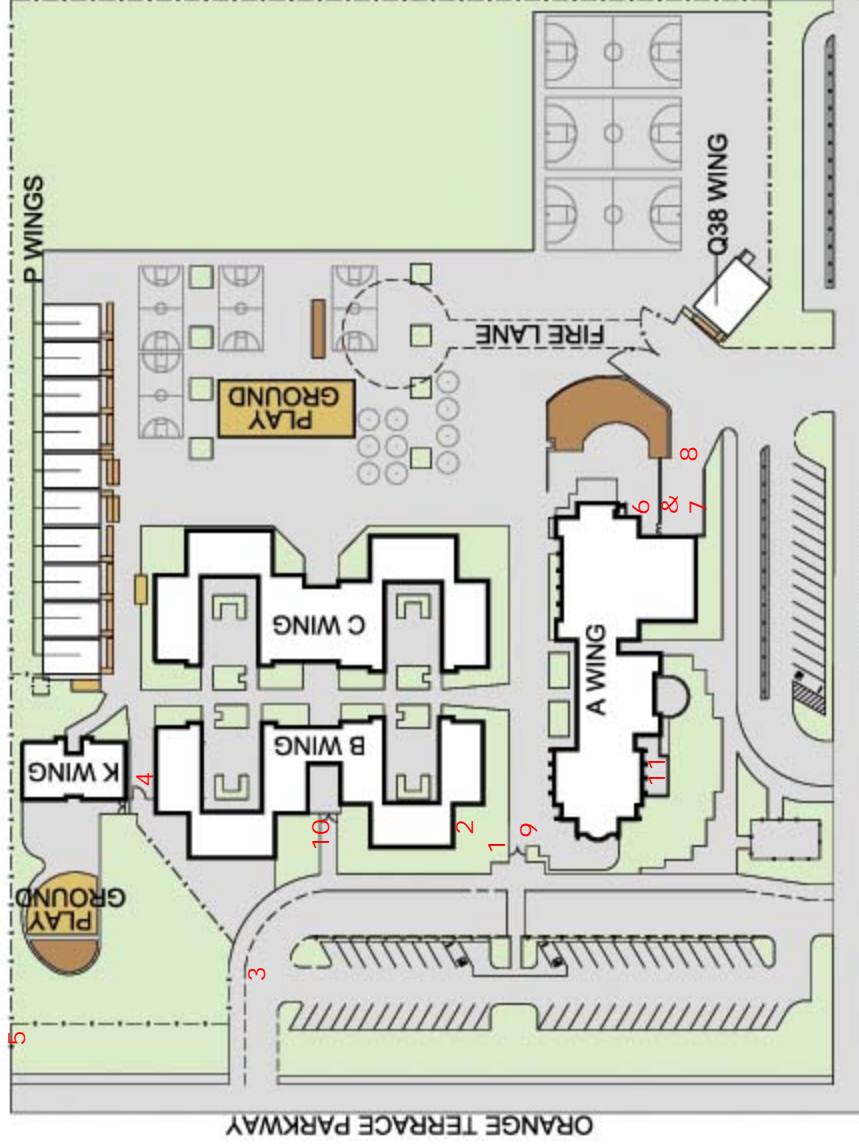
The covered walkway and equipment cabinet locations would be ideal to pilot the installation anti-climbing spikes as a deterrent to people accessing the roof since we have a history of people climbing onto the roof at this site, and these locations are not legitimately accessed by outside visitors. Warning signs will need to be installed warning of the anti-climbing spikes.

The wall enclosing the patio outside the teacher's lounge is vulnerable to being climbed. Once inside, no one is visible from the street. There is a door that can be opened via the panic hardware on the inside.

Security Audit of Facilities Operations Division



Photo 11: Block wall enclosing
patio outside teacher's lounge



SITE PLAN - General **BENJAMIN FRANKLIN Elementary School**
 RIVERSIDE UNIFIED SCHOOL DISTRICT 19661 Orange Terrace Pkwy, Riverside, CA 92508
 Tel. # (951) 697-5755

Security Audit of Facilities Operations Division

Abraham Lincoln High School May 1, 2013

Lincoln High School is extremely open and has no physical security measures separating the parking lots from the classrooms or students, or directing campus visitors to check in at the administration office. The school relies on the human intervention of their very diligent campus supervisors and the site custodian to direct visitors where they need to go.

Substantial modifications would need to be made to make the campus secure. The extent of these modifications will also trigger ADA upgrades, which would be extensive as well.

The student parking lot off of 13th street is surrounded primarily by a 3 foot fence. The location where a gate should be is open with no gate. There is a portable classroom used by the COPE program on the opposite side of the parking lot from the Lincoln school. These recommendations assume that the COPE portable can remain unfenced and separate from the rest of the site since it is a self contained program.



Photos 1 and 2: Student lot separated from campus by 3' chain link fence

The staff and visitor parking is accessed from 14th Street. The parking lot is not separated from the classrooms or the athletic fields. The parking lot should be fenced from the rest of the campus. Staff could access the campus via gates that would be closed at the start of school.

Security Audit of Facilities Operations Division



Photo 3: Staff parking lot open to 14th Street and directly accessible to classrooms

The administration office is remote from either of the existing parking lots, and it would not be possible to create a fencing option that would direct visitors directly to the office without them accessing the rest of campus.. There is a large grass area directly in front of the administration office. A portion of the grass area could be converted to a visitor parking lot. The site reports they receive 5-10 visitors a day. A small parking lot with 10 spaces should be more than sufficient to accommodate an average of the daily visitors, most of whom stay only a short time on campus. There is a rear entrance to the administration building where visitors could be directed after checking in, and could also serve as a student entrance.

Security Audit of Facilities Operations Division



Photo 4: Potential visitor parking lot

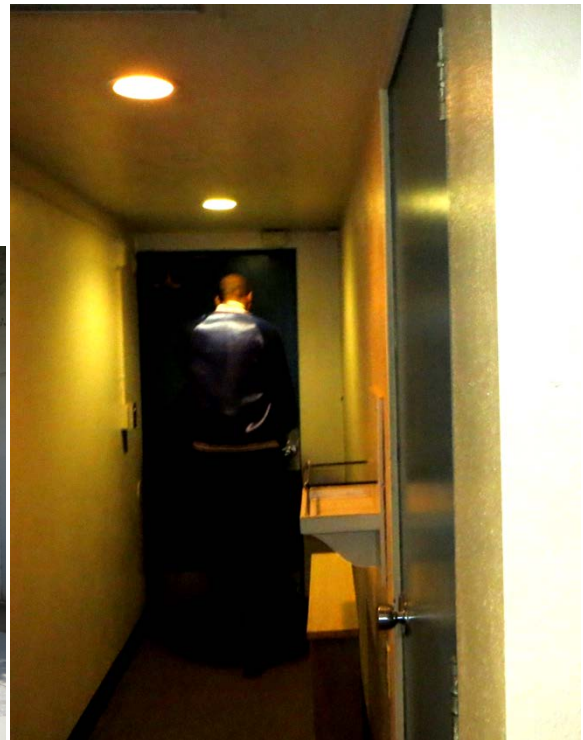
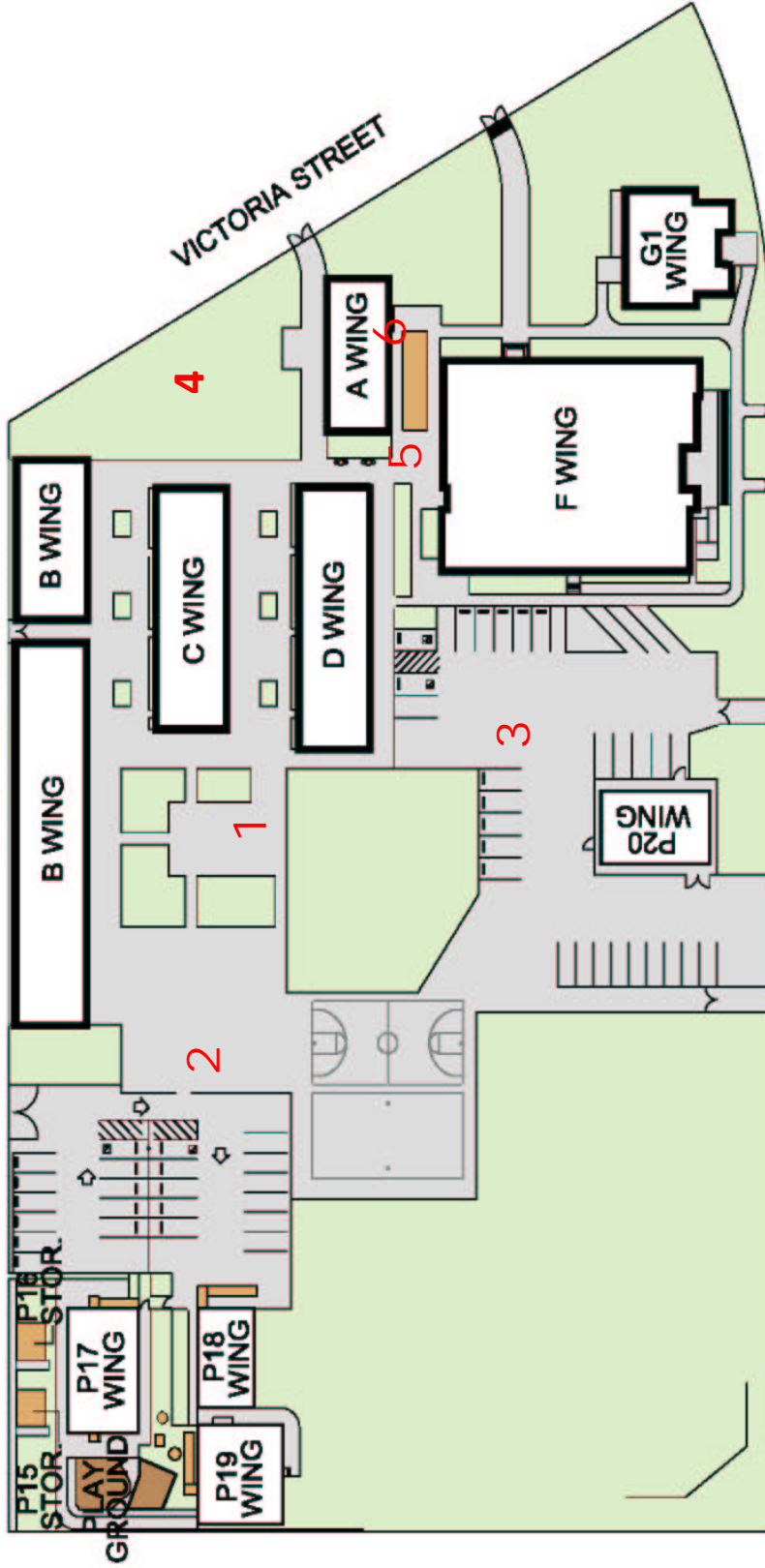


Photo 5 and 6: Location of Office Rear (Potential Student) Entrance

THIRTEENTH STREET



FOURTEENTH STREET

VICTORIA STREET

SITE PLAN - GENERAL

RIVERSIDE UNIFIED SCHOOL DISTRICT

ABRAHAM LINCOLN High School

4341 VICTORIA AVE. Riverside, CA 92507

Tel. # (951) 788-7371



**Security Audit of Facilities
Operations Division
Magnolia Elementary School
To April 17, 2013**

Magnolia Elementary School has considerable security issues, and should be amongst the highest priority campuses for improvements.

Although visitor's are encouraged to check into the office via signage, there is no fencing compelling them to do so, and the office is easily bypassed and free entry given to the rest of the site.

Photo 1



Photo 2



There has been a fence installed along the front of the campus to separate the classrooms in the front from entry from the street, however the gates are left unlocked to provide access from the parking lot since this is the only accessible entry from the lot. Leaving the gate unlocked defeats the purpose of the gate in the first place.

Photo 3



Photo 4



Classroom No. 22's only outside access is directly into the parking lot. The only other door is an interior door that leads into another classroom. Fencing needs to be added to separate the classroom from the parking lot and allow students access to the campus without traveling outside the fence lines.

Security Audit of Facilities Operations Division

Photo 5



Photo 6



Magnolia has a historical fence separating the playground from Magnolia Avenue. Unfortunately, the fence is only 3-4 feet tall, and also has footholds that would make even that low fence even easier to climb. Students aren't allowed to use much of the playfield area due to its proximity to Magnolia Avenue. A standard 6' fence should be installed on the interior of the historic fence to secure the playground area from unauthorized access. The fence would need to be 450' in length with gates that mirror the gate locations of the historic wall.

Photo 7

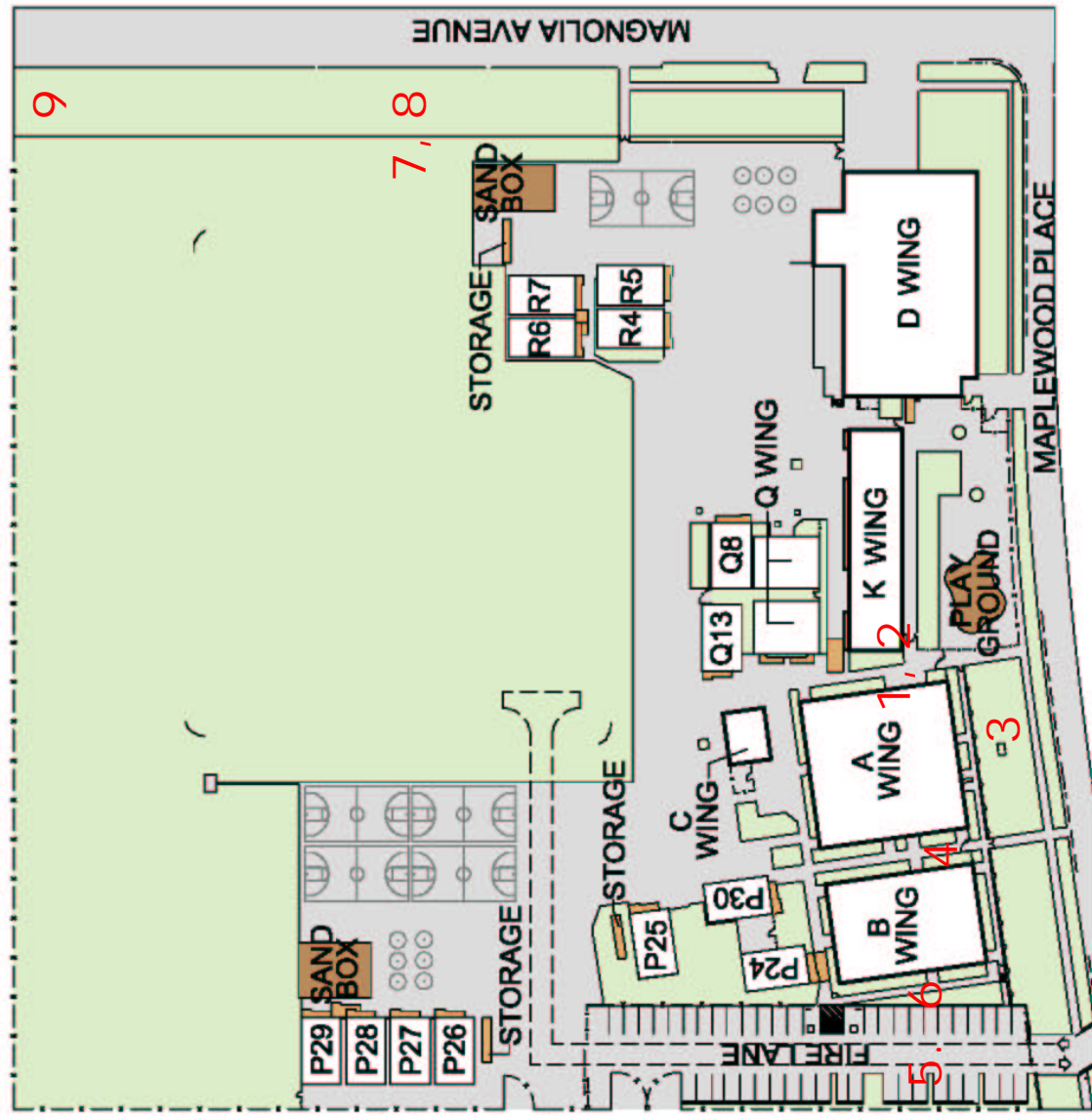


Photo 8

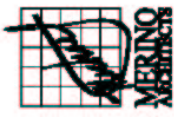


Photo 9





SITE PLAN - General



MAGNOLIA Elementary School
 3975 MAPLE WOOD PL, Riverside, CA 92506
 Tel. # (951) 788-7274

RIVERSIDE UNIFIED SCHOOL DISTRICT

**Riverside Unified School District
Operations Division
Maintenance & Operations**

Principal Representatives Meeting Minutes

(Dan Brooks, Coleman Kells, Debbie Ausman-Haskins, Hayley Calhoun, and Shani Dahl)

**Thursday May 9, 2013
3:30 p.m.**

1. Visitor Registration Procedures

- Badges should be required
 - “peel and stick” badge OK, alternate style occasionally
- ID should be checked

2. Procedures for Locking Gates After School Begins and After Dismissal

- Site staff responsibility to keep all perimeter gates locked during school hours
- Review and confirm practice
- Remind M&O and delivery companies to lock gates upon exit
- Team Cleaning will make a practice of confirming gates are locked upon exit

3. Supervision at all Ingress/Egress Locations Before and After School

- Elementary - Propose to provide supervision at the front gate only. Other gates may be open and unsupervised.
 - Require parents to sign-in **or** no sign-in required, but parents are limited to a confined area
- Secondary – MS - ½ hour before school at all ingress points
 - Late afternoon/early evening supervision by Prime Time
 - HS – ½ hour before, front gate supervised, all others - area supervision
 - Supervision late afternoon/early evening mostly non-existent
- Evaluate on a site basis whether some gates should not be accessible.
- Supervision during special events - No sign-in and minimum supervision for Back to School Nights, Spirit Days, Open House, Promotions/Graduations, etc...

4. Adequacy of Security Related Personnel

- Elementary
 - Add one AP (to provide Kennedy and Twain with 1 FTE each)
 - Add a Campus Aid to all schools (rate below Campus Supervisor)
- Secondary
 - Recommend immediate substitute when a Campus Supervisor is absent

Item #9

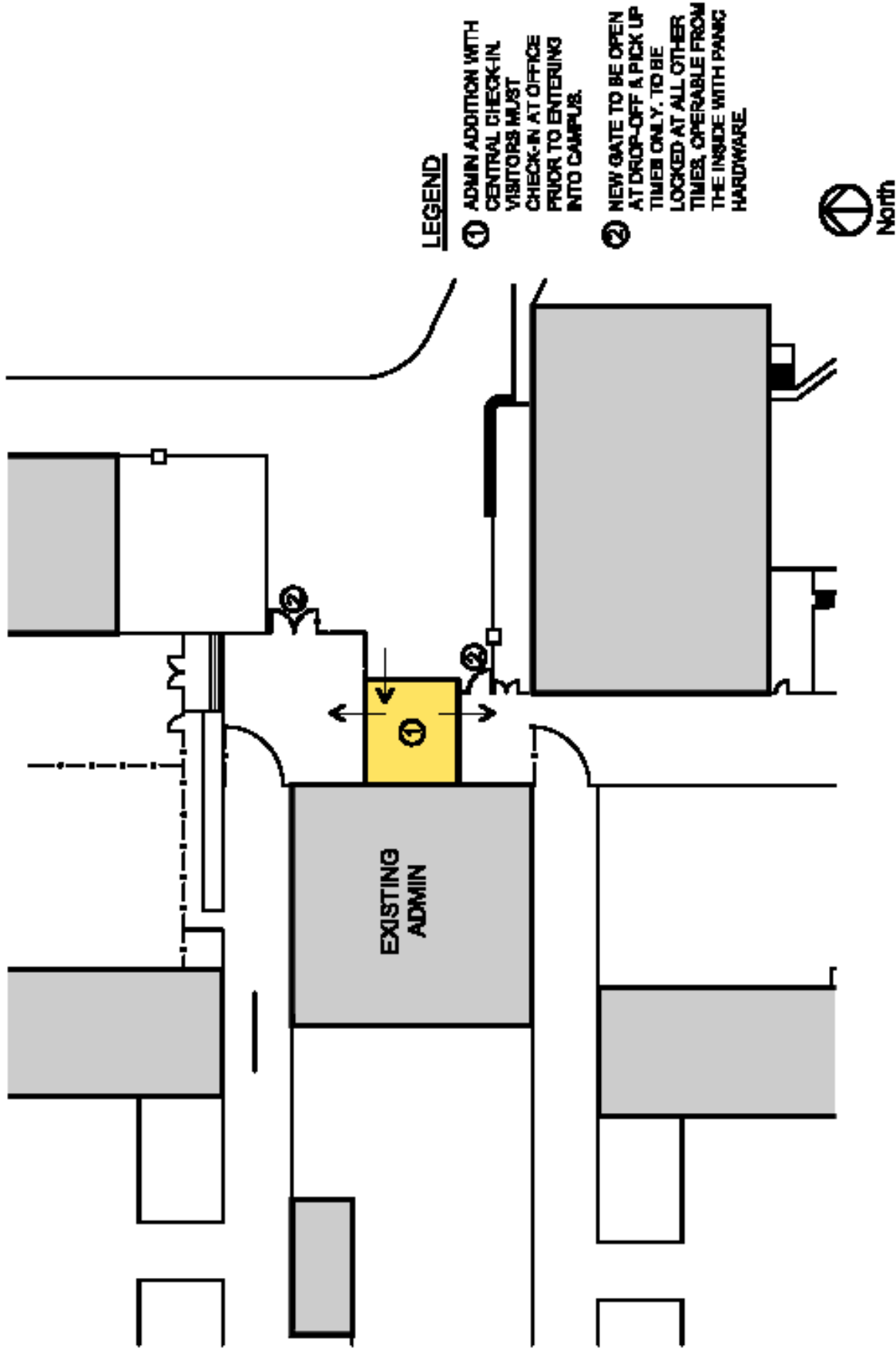


Highland Elementary

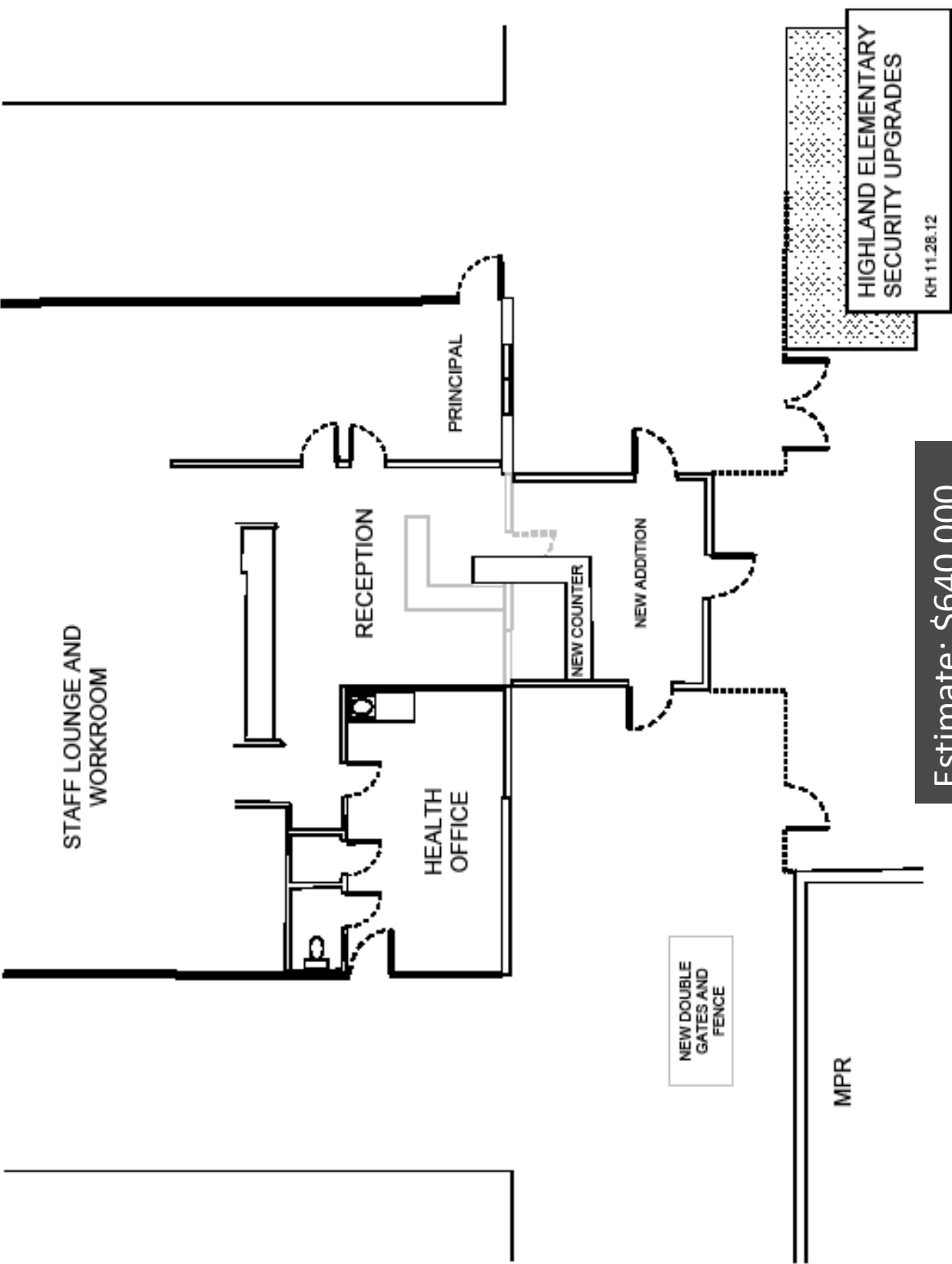




Highland Office Pop-out

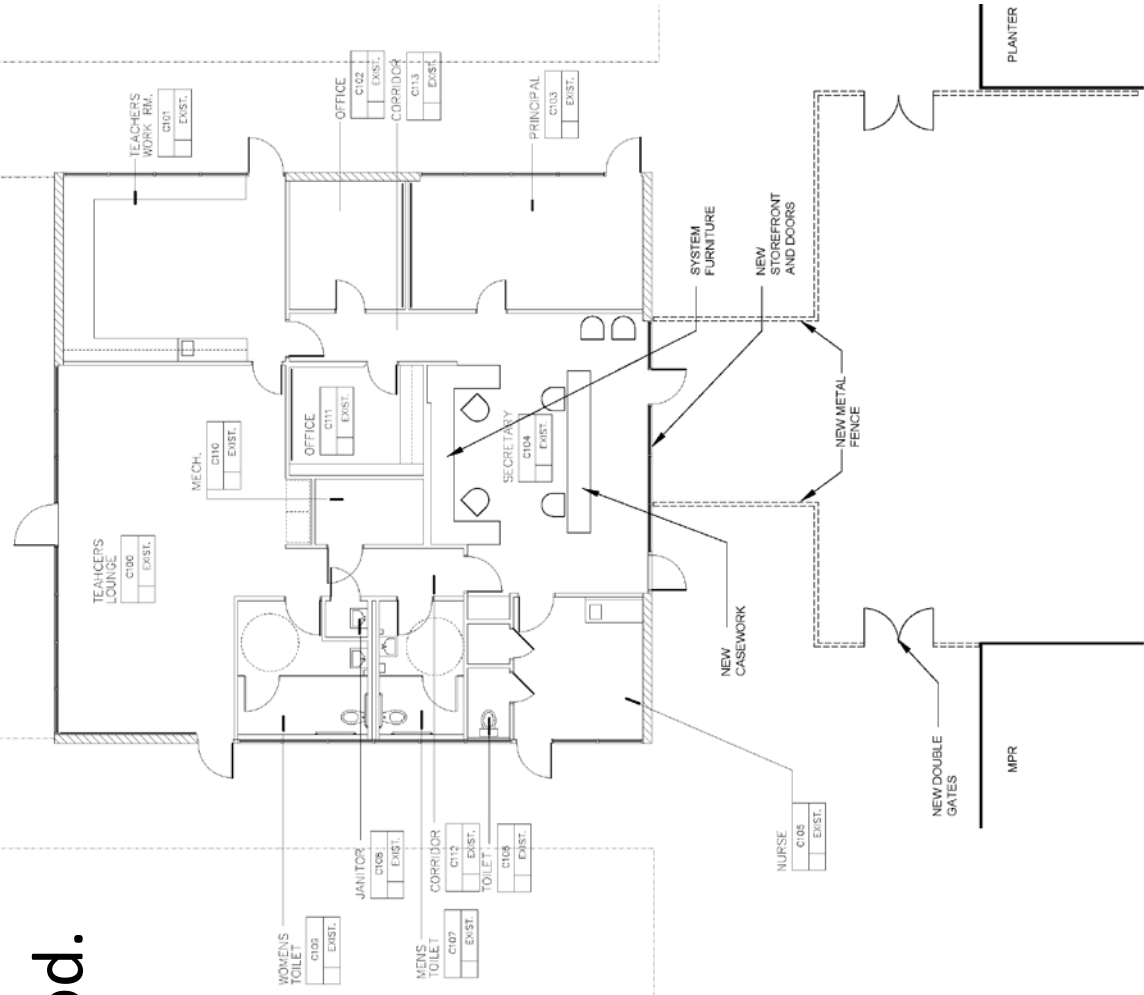


Highland Office Pop-out



Estimate: \$640,000

Highland Mod.



Estimate \$300,000

HIGHLAND ES
1/8"=1'-0"

FENCING/GATES AND OFFICE MODIFICATION SECURITY SOLUTION ESTIMATES

HIGHLAND ELEMENTARY SCHOOL

	Construction Budget	Soft Costs 40%	Contingency 20%	Total
Highland	\$ 640,000	\$ 256,000	\$ 179,200	\$ 1,075,200
Highland Mod	\$ 300,000	\$ 120,000	\$ 84,000	\$ 504,000

*These estimates could be dramatically affected by further DSA review and requirement that “ADA enhancements” be performed, such as restroom remodels, drinking fountains, parking alterations, and path-of-travel such as walkways and ramps.

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.