

**Riverside Unified School District
Operations Division**

Operations\Board Subcommittee Meeting

August 7, 2015

Time: 10:30 a.m. – 12:30 p.m.

Conference Room 3

3380 14th Street, Riverside, CA 92501

A G E N D A

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\Discussion Items

The following agenda items will be discussed and the Subcommittee members may choose to introduce and pass a motion as desired.

1. Approval of Minutes

The Subcommittee will be asked to approve the minutes of the July 7, 2015, meeting.

2. Riverside STEM Academy Traffic Plan

Staff has been communicating and working with residents, City Traffic Engineer staff, RPD Traffic, Councilmember Melendrez, and STEM staff to develop a comprehensive traffic plan. Staff will present the latest draft of the plan and review the options that have been explored.

The Subcommittee will be asked for their comments on the draft plan.

3. Signage for Newly Acquired District Properties

The school district has recently acquired land adjacent to King High School and the corner of Central and Victoria Avenues.

The subcommittee will discuss the possibility of installing signs (and associated language) for noticing the public of these newly acquired district properties.

4. Use of Utility Rebate Funds

At the request of Mr. Hunt, this item is for the discussion about potentially dedicating these funds for specific uses.

Public Relations

5. Unscheduled Communications

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

6. Subcommittee Members Comments

Adjournment

Riverside Unified School District
Operations Division
Board Operations Subcommittee Meeting
Conference Room 3
3380 14th Street, Riverside, California 92501
July 7, 2015 – 11 a.m. to 2:00 p.m.

MINUTES

CALL TO ORDER: 11:22 a.m. by Mr. Hunt

PRESENT: Tom Hunt, Brent Lee, and Kirk Lewis

Mr. Lee arrived at 11:30 a.m.

Also present were Hayley Calhoun, Kevin Hauser, Mays Kakish, Jim DiCamillo and Robert Hensley, WLC Architects, Inc., and Lizette Delgado (Recorder).

Action/Discussion Items

1. Approval of Minutes

Mr. Hunt moved and Mr. Lee seconded to approve the minutes of the May 29, 2015, meeting, as presented.

2. General Obligation Bond Exploration Process – Update

District staff provided the subcommittee with a summary of the activities underway. Also, staff from WLC Architects were present to discuss their role as the lead architectural firm and their collaboration with the other architectural firms in developing the Long Range Facilities Master Plans for our sites.

Schedule of Bond Exploration Activities: A tentative General Obligation Bond Measure Exploration Timeline for an election taking place on either the June 2016 Primary Election or the November 20, 2016 General Election, was presented to the subcommittee. The timeline also included a list of the potential future bond categories of projects.

The timeline's current (summer) activities included: general obligation bond team and District meetings held; the selection of architectural firms for the District Facilities Master Plan (FMP); the beginning of the FMP and site-based outreach; a draft of bond authorization amounts and tax rate estimate; baseline voter survey (results were very positive from a sample of 500 voters); plan public outreach; and create a 20-30 membership community facilities task force, which might include parents, teachers, staff, Citizens' Oversight Community members, former local elected officials, well-respected civic leaders, and potentially Board members, to help prepare recommendations to the Board of Education for approval.

The timeline's future activities included the completion of the FMP, continuous RUSD community engagement and analysis and public outreach; ballot resolution including final

ballot language and Prop 39 project list, which will need to be adopted by March 4, 2016, if bond is placed on the June 2016 ballot, or no later than August 5, 2016, if the bond is placed on the November 4, 2016 ballot; task force activities and conclusion with recommendations to the Board of Education; finalize Prop 39 and FMP project list; finalize and adopt the FMP; voter survey to test final voter language; mail informational brochure to all voters/invite them to attend Board meeting announcing the final version of the bond measure; update District website with bond measure information; and advocacy campaign.

Long Range Facilities Master Plan (LRFMP) Process: Jim DiCamillo and Robert Hensley, WLC Architects, Inc., lead Long Range Facilities Master Plan firm, explained their role and the role of the other 3 firms that will be working on the development of the plan. They also presented a Master Project Timeline which included: start up/organization (July/August 2015); organization/site meetings (August/September 20/15) with an initial presentation to the Board of Education; site diagramming and estimation (Sept/October 2015); site meetings/draft LRFMP (October/November 2015) with a second presentation to the Board of Education; and final LRFMP (November/December 2015) when lead architects are going to compile the LRFMP for a final presentation to the Board of Education.

Subcommittee members thanked Mr. DiCamillo and Mr. Hensley for their presentation. Mr. Lee asked staff to provide WLC Architects with a copy of our current Facilities Master Plan.

The subcommittee took a break from 12:20 to 12:43 p.m.

3. Ramona High School Theater Remodel Project - Update

Staff presented the project schedule and upcoming activities to the subcommittee. Staff shared that a meeting with Ramona High School staff was held on June 11th, where LPA Interior Design Architect Kristen van Elden was introduced and Ronda Barnes and John Tibbels, staff members of the design committee, shared the design committee process. Also, Steve Worley, Tilden Coil Constructors, made a presentation of the project's schedule. It was mentioned that the pipe organ that is in the auditorium will probably be returned to the original donor. Staff stated that at the meeting discussion was held and input was received by staff members concerning the project. Board members thanked staff for the update.

4. Operations Division Project List

Staff presented the list of work planned for this summer and into the 2015-2016 school year. The list included planned or in-progress projects at several sites in the District. Discussion was held and comments were received from Board members who also thanked staff for the report.

5. CFD 2015-1 (Orangecrest Grove)

Staff presented this item, which is scheduled for approval at the July 20th Board of Education meeting. Staff informed the subcommittee that unlike CFDs of the past, RUSD will not be assuming the lead in the formation or selling of bonds for this development; however, school mitigation fees will be collected as usual. Subcommittee members briefly discussed this item.

Mr. Lee moved and Mr. Hunt seconded to submit the item for Board of Education approval at the July 20th Board of Education meeting.

6. **July 20, 2015 Board of Education Meeting Item – Resolution No. 2015/16-01 – Resolution of the Board of Education of the Riverside Unified School District Adopting the 2012 Riverside Unified School District Local Hazard Mitigation Plan Annex and the 2012 Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan**

Staff informed the subcommittee that in January, 2012, staff completed and submitted the 2012 Riverside Unified School District Local Hazard Mitigation Plan (LHMP) Annex to Riverside County Fire, Office of Emergency Services. The annex was included in the 2012 Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan that was submitted to the Federal Emergency Management Agency (FEMA) for approval. Staff added that only recently, FEMA notified the County that the participating agencies in the County plan must pass resolutions adopting both the District and County plans, and for that reason, the resolution has been produced and presented for approval to meet this requirement. Subcommittee members briefly discussed this item.

Mr. Hunt moved and Mr. Lee seconded to submit the item for Board of Education approval at the July 20th Board of Education meeting.

Public Relations

7. **Unscheduled Communications**

Mr. Ted Hove, community member and Board of Education candidate, spoke to the subcommittee concerning the General Obligation Exploration Process Update.

8. **Subcommittee Members Comments**

In response to a question from Mr. Hunt, staff updated subcommittee members on the status of the recruitment for the Maintenance and Operations Director IV position.

Adjournment

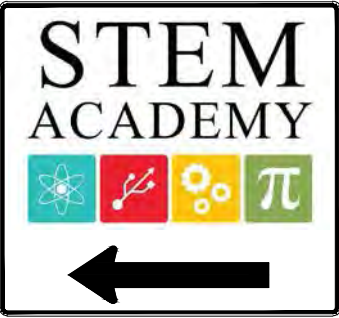
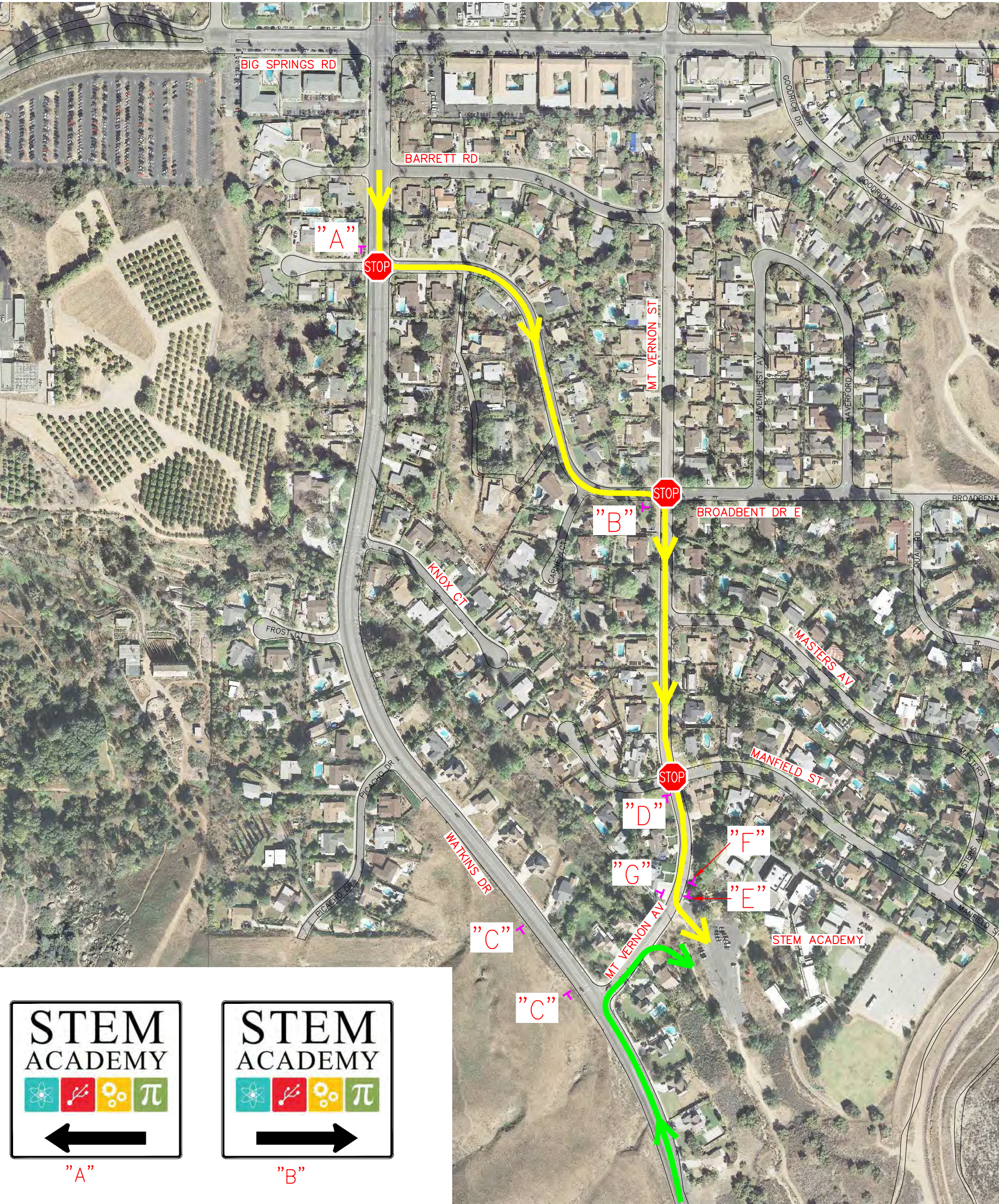
The meeting was adjourned at 2:00 p.m.

**RIVERSIDE UNIFIED SCHOOL DISTRICT
OPERATIONS DIVISION**

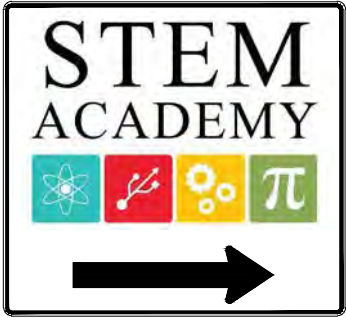
Riverside STEM Academy Traffic Issues

1. Activities to Date
 - a. Two meetings with residents and the community: June 29 and July 9
 - b. Three meetings with City, RPD Traffic Commander, District & STEM Staff : July 20, July 28, and August 4
 - c. Operations\Board Subcommittee: August 7
2. Draft Plan for Presentation to the Core Resident Group
 - a. Review City Traffic Engineer Options (Signage, striping, etc...)
 - b. RPD Traffic
 - i. Enforcement/Presence at Beginning of the School Year
 - ii. Dynamic Support During the School Year
 - c. STEM Parking Lot-Traffic Circulation/Management Plan
 - d. RUSD Bussing Options Under Consideration
 - i. Cluster bussing
 - ii. Shuttle bussing
 - e. Potential STEM Staggered Beginning\Dismissal Times (5-8 & 9-11)
 - i. Meeting set next week for exploration
2. Next Steps:
 - a. Meeting with Core Group of Residents –Early next week
 - i. Present Draft Traffic Plan
 - b. 4th Meeting (City Traffic Engineer, RPD Traffic, RUSD – After Core Group Meeting)
 - i. Review Input from Residents
 - ii. Modify the Traffic Plan
 - c. Present Traffic Plan with Larger Resident Group (TBD) – Date?
 - d. Dale Moore’s Communication Plan to Parents, Staff, Students, and Residents
3. Other Options
 - a. Stop Adding Grade Levels

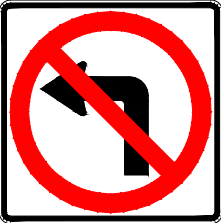




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7:30AM TO 8:30AM
2:00PM TO 3:00PM
MON. THRU FRI.

"C"



"D"
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"E"
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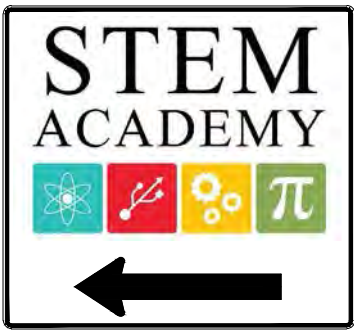
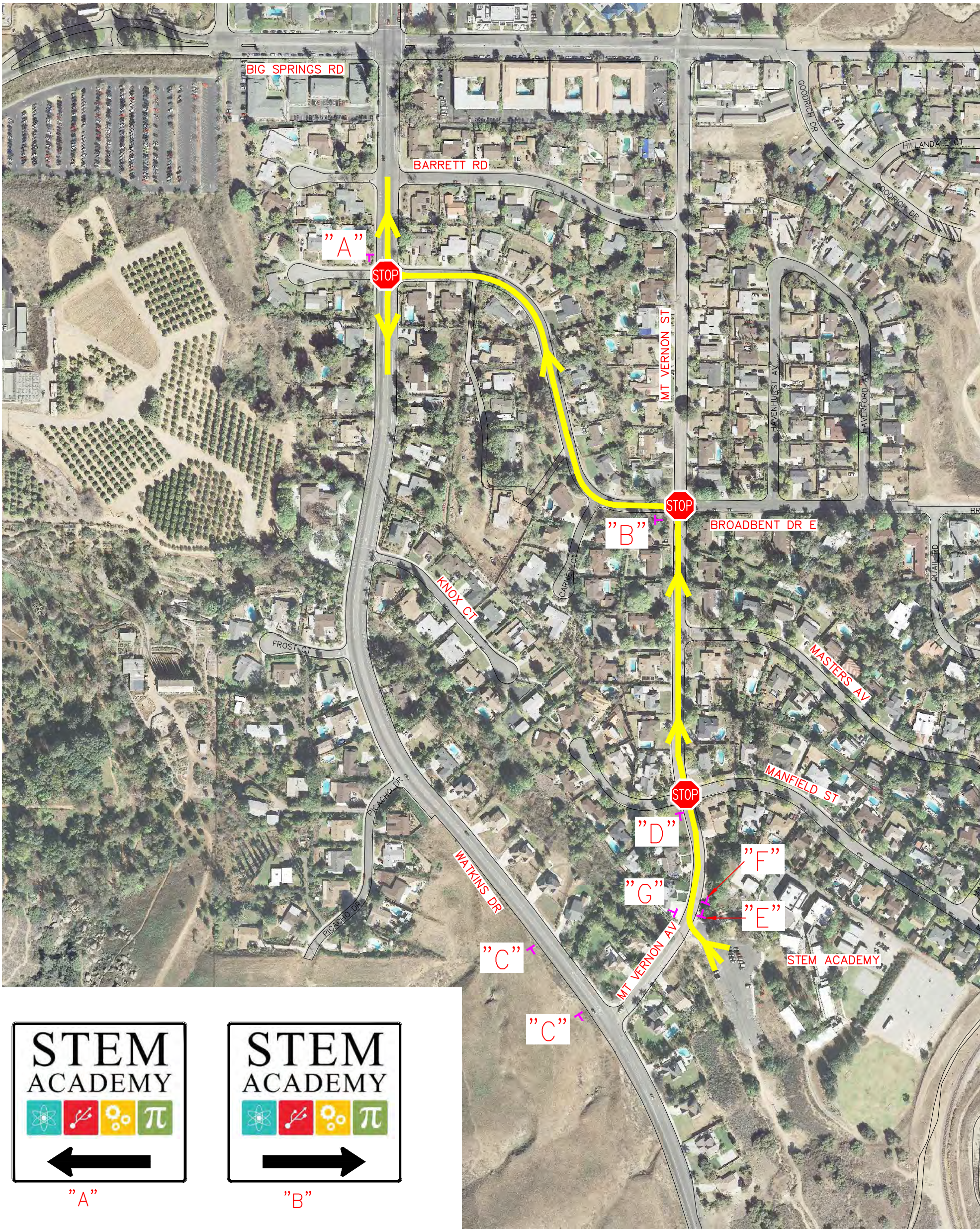
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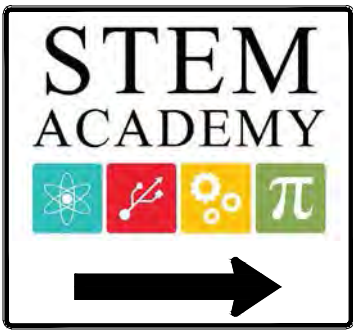
7:30AM TO 8:00AM
2:30PM TO 3:00PM
MON. THRU FRI.

"G"

*RELOCATE SOUTH OF THE
PROPOSED LOADING/
UNLOADING ZONE



"A"



"B"



7:30AM TO 8:30AM
2:00PM TO 3:00PM
MON. THRU FRI.

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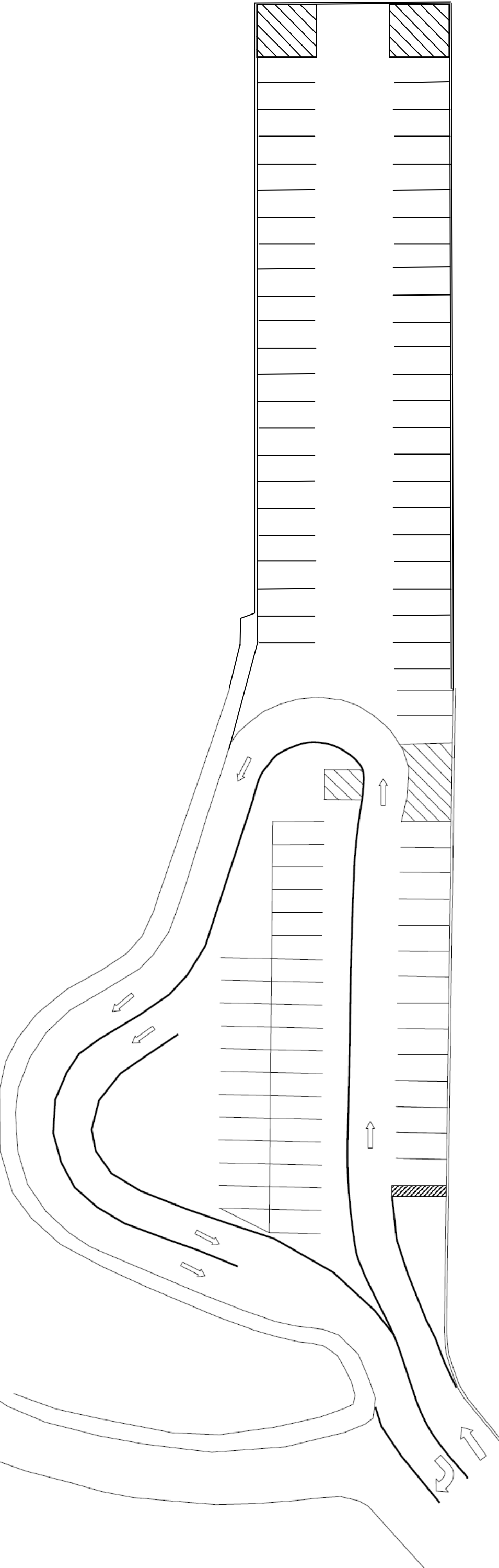
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"G"

*RELOCATE SOUTH OF THE
PROPOSED LOADING/
UNLOADING ZONE



Riverside STEM Academy Options for Busing Summary

Busing options

Two options have been discussed:

Option 1) Provide busing to all RSA students

Option 2) Provide a shuttle bus to\from RSA utilizing an off-site location.

Costs

Option 1) In order to provide busing for **all** RSA students, a total of nine (9) buses would be needed. A tenth (10) bus would be needed if students living in a previously identified *underserved area* were included. Currently, no students living in the identified area attend RSA.

Attendance was broken down by school site and identified within their respective high school cluster. The attached chart details the number of students by site, by cluster. Seven (7) buses would be needed to bus all students living within RUSD. Additionally, 95 students living outside of the district attend STEM. Two (2) buses would be needed to pick up out of district students at a selected site.

See attached Riverside STEM Academy Residence Area map with cluster schools highlighted

The total costs for buses is as follows:

7 buses to transport students living within RUSD attending RSA = \$413,903

2 buses to transport students living out-of-district attending RSA = \$118,258

1 bus to transport students living in underserved area attending RSA = \$59,129

Total costs if all buses were utilized: \$591,290

Option 2) In order to provide a shuttle service for students from an off-site location, one (1) bus would be needed. The cost of one (1) bus is \$59,129. Depending on usage, one bus may make several trips to and from the site to accommodate students.

A use agreement would need to be agreed upon with an off-site location. Locations in consideration are Goodwin's Market and/or the Newman Center. See attached map of area locations.

Considerations for busing

Busing options will not be implemented until a parent survey is conducted to determine ridership.

The transportation contract would need to be renegotiated to provide for additional busses\routes.

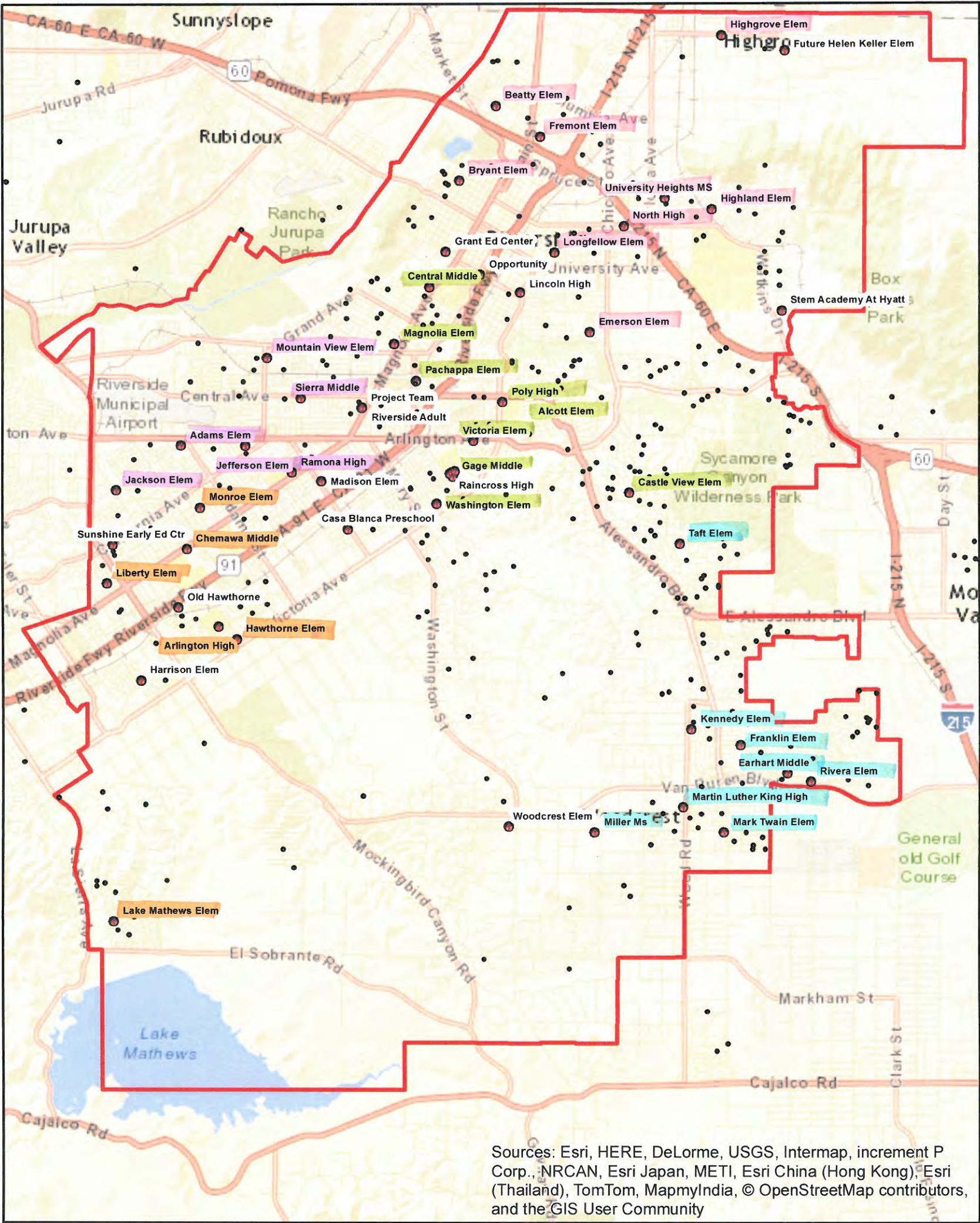
The circulation lane in the parking lot is currently fully utilized by parents. If buses were to utilize the parking lot for pick-up and drop-off, the parking lot (circulation lane) would need to be restricted to buses only to accommodate the large transit buses. This would create more traffic and stacking of cars on residential streets.

Board Policies would require revision in regards to transportation.

Policy #3540.1 – 1.1 The Board of Education had determined that the district shall not provide free home to school busing for students in grades 7-12

Policy #5117.1 – 1.5 Transportation is not provided to students attending schools within the district while on an interdistrict attendance request.

Riverside Unified School District Riverside STEM Academy Residence Area



Legend

- StudentsAll
- Schools
- District

Riverside STEM Academy
Possible Bus needs and Cost
by Cluster

2014-2015 Stem		# Students
Site	Out of Dist.	
Adams		95
Alcott		1
Beatty		11
Bryant		4
Bryant		5
Castle View		15
Emerson		17
Franklin		9
Fremont		1
Hawthorne		2
Highgrove		1
Highland		12
Jackson		4
Jefferson		1
Kennedy		9
Liberty		2
Lk Mathews		6
Longfellow		3
Magnolia		4
Monroe		2
Mt View		2
Pachappa		3
Rivera		6
Twain		16
Taft		13
Victoria		6
Washington		10
Central		27
Chemawa		11
Earhart		40
Gage		30
Miller		19
Sierra		12
University		35
Arlington		17
North		12
King		25
Poly		24
Ramona		8

Bus Pass
\$340.00 a year per student
\$144,500 @ 425 students

Arlington Cluster	
Hawthorne	2
Liberty	2
Lk Mathews	6
Monroe	2
Chemawa	11
Arlington @ 6:55	17
	40

King Cluster	
Franklin	9
Kennedy	9
Rivera	6
Twain	16
Taft @ 7:10	13
Earhart	40
Miller	19
King @ 7:05	25
	137

North Cluster	
Beatty	4
Bryant	5
Emerson	17
Fremont	1
Highgrove @ 7:10	1
Highland	12
Longfellow	3
University	35
North @ 7:15	12
	90

Poly Cluster	
Alcott	11
Castle View	15
Magnolia	4
Pachappa	3
Victoria	6
Washington	10
Central	27
Gage @ 7:10	30
Poly @ 7:10	24
	130

Student Counts	
Total less Out of District	425
Including Out of District	520

Ramona Cluster	
Adams	1
Jackson	4
Jefferson	1
Mt View	2
Sierra @ 6:55	12
Ramona	8
	28

Out of Dist.	95
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Underserved Area Stops
Arlington Park (By Liberty)
Jackson Elem
Villages Park (Emerald/Bunker)
Washington Elem

No students currently enrolled

Bell Times
5th - 8th start time 8:00 am
5th - 8th dismissal 2:35 pm
9th - 11th start time 7:50 am
9th - 11th dismissal 2:40 pm

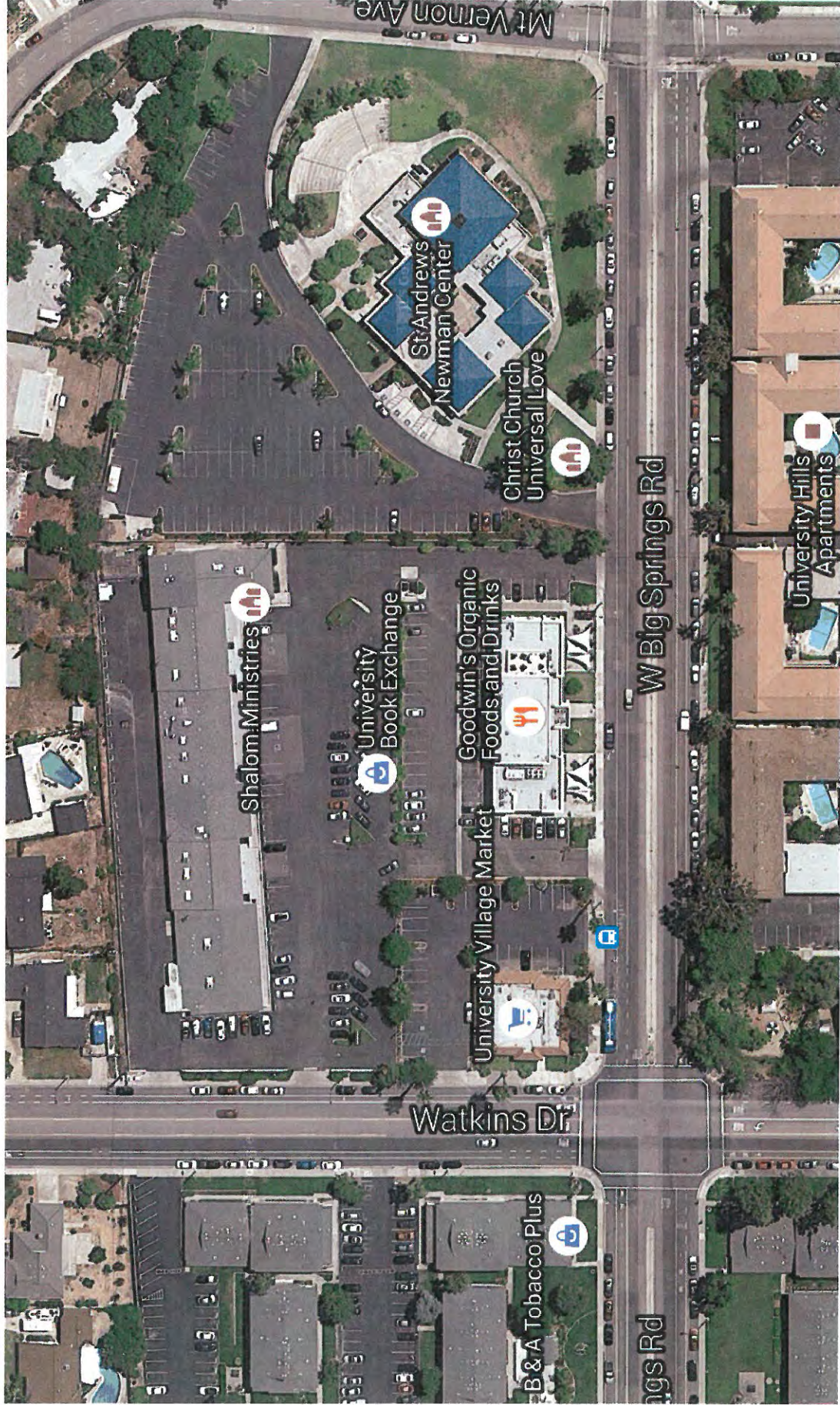
Wed. Early dismissal
5th - 8th 12:35 pm
9th - 11th 1:50 pm

55 per bus = 7 buses all grade levels
7 buses X \$326.68 X 181 days = \$413,903.56
1 bus X \$326.68 x 181 days = \$59,129.08
2 buses X \$326.68 x 181 days = \$118,258.16

Cluster buses
Underserved area & Ramona
Out of District

10 buses	\$591,290.80
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Possible Off-Site Pick-up and Drop Off for Shuttle To and From Riverside STEM Academy



Cost of one bus to shuttle students to and from RSA: 1 bus X \$326.68 X 181 days = \$59,129.08

Drop-off and Pick-up Procedures

There are two locations for student Drop-off/Pick-up:

1. Students may be dropped off in the lower parking lot. There are two lanes: The outside lane is for safely dropping off or picking up students next to the curb. The inside Drive-thru lane is to help keep traffic flowing—***THERE IS NO STOPPING IN THE DRIVE-THRU LANE.***

2. Students can also be dropped off along the sidewalk on Mt. Vernon Avenue, just past the school driveway.

For their safety, students **CANNOT** be dropped off in the following places:

1. In the Drive-thru lane
2. With the car stopped in the middle of the street.
3. Across the street in front of the school.
4. Along the sidewalk south of the school entrance (see diagram below)

When exiting the parking lot, please turn RIGHT onto Mt. Vernon and LEFT onto Broadbent Dr., this will bring you back out to Watkins Drive.

This is very important! To ensure the safety of our students, we ask all drivers to follow these procedures. Please allow enough time so that students are in their first period class on time. There is supervision 30 minutes prior to school starting and 30 minutes after dismissal. Students may not be on campus earlier than 7:30 AM and must be picked up by 3:05 PM (on a regular day) or 1:05 PM on Wednesdays. If your student participates in a club or after school activity, they must be picked up immediately after any that activity. For your convenience Champions after school care program is available M-F until 6PM. [Click here for more information.](#)



Riverside STEM Academy