

**MEETING MINUTES OF THE
CLOSURE AND FACILITIES ADVISORY (7-11) COMMITTEE AGENDA**

July 7, 2025
5:00 P.M.

District Office 665
Walnut Avenue
Vallejo, CA 94592

Pursuant to Education Code Section 17387 *et. seq.*, the Vallejo City Unified School District ("District") has authorized the establishment of the District's Facilities Advisory (7-11) Committee ("Committee"). The Committee will meet to convene a public meeting to solicit input, comments and questions on the disposition and proposed use of certain real property owned by the District.

1. Call to Order

Kimberly Marquez-Cortes called the meeting to order at 5:05 pm.

2. Roll Call (Present or Absent)

Hilary Baird	Absent
Hazel Wilson	Present
Kimberly Marquez-Cortes	Present
Tee Lek Ying	Present
Marnee' McKenzie	Absent
Christy Gardner	Present
R. Shay Miles	Absent
Sandra Stevens	Present
Kathleen Salas-Teitgen	Absent
Yvanna Wheeler	Present

A Quorum of 6 was present.

3. Public Comments

Community members are encouraged to attend the public 7-11 Committee meetings. Any citizen may address the Committee concerning any item that described in this agenda or any items under the purview of the Committee. However, Committee members will not enter into discussion nor take action on any item not previously published on the agenda. Community members are to submit a comment card in order to speak.

There were three Public Comments:

628-118/4566467.1

Collette Laie

Library Media Technician at Federal Terrace Elementary. Library Technician since 2018.
Opposes school closure at Federal Terrace due to the nature of the community.

Femusua'i Sizoti

Expressed that closing Federal Terrace is not a good idea. Transportation for the students will be a big issue. Most kids walk.

Moana Laie-Schlemmer

Collette's oldest daughter. Attended Federal Terrace from Kindergarten through 5th grade. Support from school was very good to her. Closing school will disservice the students for transportation and other reasons.

4. Action Items

- a. Approve Minutes from **June 23, 2025** meeting.

Motion to approve the minutes made by Christy Gardner

Second by Kimberly Marques-Cortes

Vote: 1 Abstain, 5 Yes

Hilary Baird	Absent
Hazel Wilson	Abstain
Kimberly Marquez-Cortes	Yes
Tee Lek Ying	Yes
Marnee' McKenzie	Absent
Christy Gardner	Yes
R. Shay Miles	Absent
Sandra Stevens	Yes
Kathleen Salas-Teitgen	Absent
Yvanna Wheeler	Yes

- b. Election/Appointment of Individual or Subcommittee to Assist with drafting Committee report

A function of the committee is to prepare a committee report for the Governing Board of Education. The committee is tasked with deciding if an individual or a subcommittee will take the lead in preparing or revising/drafting the report.

Motion made by Yvanna Wheeler to elect Christy Gardner for the subcommittee.

Second by Tee Lek Ying

Motion passed with six Yes votes for the appointment.

Motion made by Kimberly Marquez-Cortes and second by Sandra Stevens to elect Tee Lek Ying for the subcommittee.

Motion passed with six Yes votes for the appointment.

Christy Gardner and Tee Lek will serve on the subcommittee.

5. Discussion/Review

Superintendent Aurelio discuss Slide 1:

Discussed VCUSD actual and projected enrollment. Committee is provided two tasks. Committee to make recommendation on four properties for possible surplus review and discuss seven assigned sites and rank order for closure potential.

Discuss chart depicting student enrollment from 2020 to 2033. Trend shows drastic decline in enrollment. Given the decline, how do we make sure that we avoid a Phase 3? Superintendent asked the committee to think about how these trends are going to affect our facilities.

Sarah Polito discuss Slide 2:

Reviewed with the committee the nine metrics on the Equity Impact Analysis.

Physical Condition – Based on school accountability program from the FIT Tool. Reviewed the grading.

Operating Cost & Potential Savings – Look at cost per students for example.

Capacity of other school to absorb students – Determine if sites has the space to accommodate students to other sites.

Availability and transfer of special programs – Are there any unique programs that would be effected if a site is closed

Environmental Factors – Looking at location of highway, railroad, etc.

Balance of Pupil Demographics – Looking at number of foster students, disabled students that we are moving due to the closure. Want to make sure that we are not fostering segregation.

Transportation Needs – High school does not require transportation. 1.50 miles for grades TK-5, and 2.25 miles for 6-8.

Aesthetics and Opportunity for Blight – When a school is closed and no longer being used, what are the alternative usage for the benefit for the community.

Feeder School – Looks at closing and receptor schools.

(ALL) Assistant Superintendents Fernandez/Topacio, Polito, Aurelio discussed Slide 3 - 14:

Explained the cost associated with each categories by site. Categories includes Administration, Classified Staff, Inst. Media/Library, Instructional/Teaching, Site Security, and Utility Bills. Most staff will follow receiving schools. Does not include facilities expenditure.

Questions from Yvanna Wheeler:

Why some sites have Site Safety and other sites do not? If you were to close those sites, will the site

safety staff will go to the other sites?

Question from Sandra Stevens:

How are savings calculated? Does it look at percentage? Mostly non-instructional staff will travel with students.

Questions from Tee Lek Ying: Wanted data on cost savings. How is it broken down?

Enrollment/Capacity:

Explained each column from Grade Span to comparison from 2013-2014 Enrollment. Questions from the committee were ratio/capacity for Special Education, the policy of transfer requests, other programs that VCUSD is not offering our students such as sports (little league), and why VCUSD only has one middle school and two high schools. We lose students to local Charter schools. Additionally, is the District addressing why students/families are attracted to other schools/districts. Adult schools are not calculated in the data.

Bond Expenditures:

Explained which schools that have completed projects using Bond funds. Pulled back some of those investments due to potential closure.

Pupil Transportation:

Reviewed and explained sites that will be least impactful and the most impactful from the closure. Federal Terrace will be heavily impacted due to the closure. What would the cost be if we provide transportation to the most impactful? Families will have a choice/option to which school they would like to attend. Survey has been conducted in the past on how students get to school, i.e., percentage of students who walk, drive, bus, etc.

Alternative Use Options:

Sarah Polito explained the alternative and community uses when a site is closed. District can enter a long-term lease or sale a property. District can get revenue from long-term lease. Employee housing – current hot topic. District can enter a waiver, sale, lease, employee housing, use/license agreement, and exchange. Question from committee questioned what happens if a Charter School is interested on our closed site.

First Committee Task:

Supt. asked the committee that if one or more of the following sites: Steffan Manor, Pennycook, Lincoln, Federal Terrace, John Finney, Cooper, and Highland needs to be closed, order the following seven from most recommended to least recommended for closure. Superintendent Aurelio also asked the committee if you have to recommend closure of three schools, which combination will strengthen VCUSD so that we do not go to Phase 3 in the future. However, more data is being studied and the number could change.

Each slide was explained on how each site, if closure or consolidation, were to occur on actions that will be taken, the program and fiscal benefits, risk, and facility option.

Marisa Carbonell, Principal at Federal Terrace, shared her thoughts on the decline in student enrollment at her site. Historically, the neighborhood served the island when the shipyard was open. Mare Island

reopened, due to closure, lost students. Title 8, when Section 8 was lost, the population was lost; hence, Federal Terrace lost students. The charter school open, Federal Terrace lost students.

Finney: Independent Study Program is a very complex program to manage effectively and have many legal requirements. Very close to Vallejo High School. Might re-purpose the site – Could become a middle school in the future?

Second Committee Task:

Of the four sites, Federal Terrace, John Finney, Cooper and Highland, should these sites be declared surplus; use for long-term lease or sale option.

Questions from the committee for the possibility of a Vice Principal on the consolidate sites, i.e. Pennycook to Steffan Manor? What information is available for long-term lease, potential demolition? What environmental studies have been done? What are the square footage of the sites?

Closing remarks from Superintendent Aurelio:

As of today, I would close, Lincoln, I would consolidate Pennycook into Steffan Manor, and close Cooper. Then I would re-purpose one of that site to Finney complex. Receiving students at receiving sites, for example, Federal Terrace and Steffan Manor, would make those schools attractive to ensure they have programs that parents would want.

Committee must have an agreement as a body. Must have a majority.

Tee Lek Ying: What should we be thinking about? Concentrate on the two questions that they are tasked to do. The committee will deliberate on July 28. Public hearing will take place on July 28.

5. Next Scheduled Meeting

Meeting Three: July 28, 2025

Meeting Four: August 11, 2025

Presentation of Committee Report: Regular Board meeting on August 20, 2025

6. Adjournment

Motion made by Sandra Stevens and Second by Yvanna Wheeler to adjourn meeting.

Motion passed with six Yes votes.

Meeting adjourned at 7:19 pm

Agendas of public meetings and any other writings distributed to all or a majority of the members of the Committee in connection with a matter subject to discussion or consideration at an open meeting of the Committee are public records. If such writing is distributed less than 72 hours prior to a public meeting, the writing will be made available for public inspection at the District Office located at 665 Walnut Avenue, Vallejo, CA 94592 at the time the writing is distributed to all or a majority of the members of the Committee.

REASONABLE ACCOMMODATION

In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the District, upon request, in accordance with the Americans with Disabilities Act. Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Committee meeting, shall contact the District superintendent or designee in writing by noon the day before the scheduled meeting. Such notification shall provide personnel to make reasonable arrangements to assure accessibility to the meeting.

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