

DRAFT



VALLEJO CITY

UNIFIED SCHOOL DISTRICT

PHASE 2

Closure and Facilities Advisory
(7-11) Committee Report
with
Findings and Recommendations

Presented by the Closure and
Facilities Advisory Committee on
August 11, 2025

**VALLEJO CITY UNIFIED SCHOOL DISTRICT
Facilities Advisory (7-11) Committee Report
on Findings and Recommendations**

Executive Summary

On **June 4th, 2025**, via Resolution No. 5066, the Board of Education ("Board of Education") of the Vallejo City Unified School District ("District") approved the formation of a Facilities Advisory (7-11) Committee ("Committee"), authorized Superintendent Ruben Aurelio to convene such a committee to fulfill the requirements of California Education Code sections 17387-17391, and appointed the following community members for service on the Committee:

- (1) Hilary Baird**
- (2) Hazel Wilson**
- (3) Kimberly Marquez-Cortes**
- (4) Tee Lek Ying**
- (5) Marnee' McKenzie**
- (6) Christy Gardner**
- (7) R. Shay Miles**
- (8) Sandra Stevens**
- (9) Kathleen Salas-Teitgen**
- (10) Yvanna Wheeler**

These members represent a cross section of the community and met the requirements stated in California Education Code sections 17387-17391. In accordance with the California Education Code, the Committee was charged with the following duties:

- a. Review pertinent information (i.e., projected enrollment trends) to determine the amount of surplus space and real property.
- b. Establish a priority list of use of surplus space and real property that will be acceptable to the community and develop recommendations about the properties generally (declare it to be surplus, sell it, lease it, etc.).
- c. Circulate throughout the attendance area the priority list of surplus properties and provide for a public hearing for community input to the 7-11 Committee regarding the acceptable uses for the surplus properties.
- d. Make a final determination on the "limits of tolerance" related to the uses of surplus properties.

- e. Forward a report to the District's Board of Education recommending uses of the surplus properties.

Properties at Issue:

On **June 4th, 2025**, the Board of Education authorized the Committee to consider the following seven (7) properties and requested that the Committee rank order these sites from the site most recommended for closure to the site least recommended for closure ("Properties"):

- 1. Steffan Manor Elementary School**
815 Cedar St., Vallejo, CA 94591
- 2. Annie Pennycook Elementary School**
3620 Fernwood Dr., Vallejo, CA 94591
- 3. Lincoln Elementary School**
620 Carolina St., Vallejo, CA 94590
- 4. Federal Terrace Elementary School***
415 Daniels Ave., Vallejo, CA 94590
- 5. John Finney Education Complex***
1347 Amador St., Vallejo, CA 94590
- 6. Cooper Elementary School***
612 Del Mar Ave., Vallejo, CA 94589
- 7. Highland Elementary School ***
309 Ensign Ave., Vallejo, CA 94590

Additionally, the sites identified with a star above, have been assigned for the Committee to decide whether these sites should be recommended to the Board as surplus properties.

The Committee met on June 24th, July 7th, July 28th, and August 11th to gather relevant data, learn about potential property options, and solicit community feedback about the Properties. In conformance with the Education Code, the Committee held a public hearing on July 28th, 2025 in order to obtain input from the community. **Minutes from the public hearing are attached as Exhibit A.**

During the Committee meetings, enrollment information and other data, as well as options for current and possible future uses of the Properties, were discussed, reviewed and evaluated. The Committee also received feedback from District staff and the Board of Education about District needs and goals. Based upon the information presented to the Committee, the following findings and recommendations are presented to the Board of Education.

Committee's Findings:

I. Rank Order of Sites Considered for Potential Closure. The following 7 sites have been reviewed by the Committee and the Committee has ordered them below from the site they most recommend for closure to the site they least recommend for closure.

1. Lincoln Elementary

2. John Finney Education Complex

3. Steffan Manor Elementary

4. Annie Pennycook Elementary

5. Cooper Elementary

6. Federal Terrace Elementary

7. Highland Elementary

II. Based upon the Committee's review of this information, and after studying the real property owned by the District at issue, the Committee came to the following Recommendations:

Property Address	Property Designation
Federal Terrace Elementary School 415 Daniels Ave., Vallejo, CA 94590	Surplus
John Finney Education Complex 1347 Amador St., Vallejo, CA 94590	Surplus
Cooper Elementary School 612 Del Mar Ave., Vallejo, CA 94589	Surplus
Highland Elementary School 309 Ensign Ave., Vallejo, CA 94590	Surplus

Committee's Recommendations:

- 1. Close Lincoln Elementary and consolidate Lincoln students to Federal Terrace, while keeping the literacy program in tact (i.e., moved to Federal Terrace). Focus resources to support Federal Terrace as an exemplary and desirable school.**
- 2. Relocate the John Finney Education Complex programs to an available District school site and consider the former Finney site for use as a future middle school, among other potential uses.**
- 3. Close Steffan Manor and consolidate Steffan Manor students to Pennycook Elementary School. Also, repurpose Steffan Manor for other District programs or uses.**
- 4. The Committee recognizes that Cooper Elementary and Highland Elementary are strong community schools and we recommend that the Board consider increasing awareness of the benefits of those schools and the programs they offer to students and families. The Committee chose to place these schools low on the list of recommended closures due to their unique geographic location.**
- 5. The Committee chose to place Federal Terrace low on the list of recommended closures because of its unique geographic location, strength as a community school, and proximity to a local, neighborhood park.**
- 6. In combination with considering this report and the findings and recommendations included herein, we recommend the Board consider the results of the Equity Impact Analysis being prepared to evaluate impacts related to the various potential closure and/or relocation of District properties.**
- 7. For any facilities found to be surplus to the District's needs, and to the extent the Board decides to consider sale or other disposition of any such site. The Committee supports any decision by the Board to apply for a waiver of the surplus property competitive bidding requirements in order to seek offers that are the most advantageous to the District based on multiple factors, including but not limited to, price.**

We, the members of the Committee, appreciate the opportunity to serve the Board of Education in this important capacity. We hope this report will assist the Board of Education with its decisions regarding school closures and consolidations and potential future uses and dispositions of the Properties.

Kimberly Marquez-Cortes,
Committee Chairperson

ATTACHMENTS:

Exhibit A—Minutes from Public Hearing

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