



p. 408.780.7200  
w. lpainc.com

f. 408.780.7201  
e. lpa@lpainc.com

November 16, 2017

**FACILITIES MASTER PLAN COMMITTEE - MEETING MINUTES NO. 03**  
**ORINDA UNION SCHOOL DISTRICT - FACILITIES MASTER PLAN**  
**LPA PROJECT NO. 17098.10**

**DATE:** November 8, 2017  
**TIME:** 6:00pm - 8:00pm  
**PLACE:** District Office - Conference Rooms A & B

This report of the meeting's events, if not corrected within seven days of transmittal, shall be acknowledged as accurate and deemed as if accepted in writing by the addressee(s).

**PRESENT**

Carlos Baltodano, Orinda Assoc.  
Brad Barber, MOFD Board Member  
Frank Brunetti, Retired OUSD Superintendent  
Ali Drasin, WUDTO  
Stuart House, Director of Facilities  
Cara Hoxie, OUSD Board Member  
Alek Kaune, Student  
Maple Lai, OUSD Math Coach  
Ron Langer, Principal, Glorietta  
Yasaman Lee, Parent  
Michael O'Brien, St. Stephen's Church  
Michael Randall, OIS Principal  
Charlene Robinson, Parent  
Julie Rossiter, OUSD Board Member  
Katie Pohlman Sahm, Del Rey Teacher David Schrag,  
Director of Curr. & Instr.  
Carolyn Seaton, Ed. D., Superintendent  
Charles Shannon, Glorietta  
Peter Sheaff, Son of a former OUSD Board Member  
Teresa Sidrian, Director of Business Services  
Clark Wallace, Former OUSD Board Member  
Jim Kisel, LPA  
Andrea Pippin, LPA  
David Kaitz, DDP

**DISTRIBUTION**

All Present  
Grace Barmmer, Student  
Sue Boudreau, OIS Teacher  
Vivienne Hing, CSEA Rep  
Linda Landau, Former OUSD Board Member  
Mike Lent, Maintenance Craftsman  
Raymond Mar, Director of Technology  
Laura McDowell, WUDTO  
Inga Miller, Orinda City Councilmember  
Matt Moran, Former OUSD Board Member  
Hillary Murphy, WUDTO  
Kirsten Theurer, Del Rey Principal  
James Brovelli, St. Stephen's Church  
Frank Brunetti  
Finola Fellner, Real Estate Rep  
Jayson Haines, Orinda Baseball Assoc.  
Mark Nagel, Orinda Chief of Police  
Larry Theis, City of Orinda, Dir. of Public Works & Eng.  
Steve Waterman, CSEA President

**DISCUSSION ITEMS**

**ITEM NO.**

- 3.01 **Update of FMP Process**
- 1) Jim describes the Educational Visioning Charrette/Workshop that was held with teacher leaders, as well as focused interviews held with District leadership regarding curriculum.
- 3.02 **Guiding Principles (Activity)**
- 1) Guiding Principles are the "elevator pitch" of the Facilities Master Plan. They are a set of goals and overarching themes defined by this FMP Committee.
  - 2) In FMPC Meeting #1, the group took turns voicing their goal/guiding principle for this Facilities Master Plan; answering: This FMP would be successful if...

ITEM NO.

- 3) At this meeting, LPA presents the Guiding Principles draft:
  - **Enhance the OUSD Brand** – As a “Beacon” District and Community of high expectations and high aspirations continue the tradition of excellence.
  - **Support the OUSD Vision** – By creating facilities that align with the District’s Strategic Directions for development of future learners.
  - **Solicit Genuine Input** – Through authentic engagement of District stakeholder groups and the wider community in the planning process.
  - **Inspire Creativity** – Develop flexible, inspiring and truly student centered learning spaces that spark innovation and discovery.
  - **Achieve Balance** – Exploring the wildest long-term dreams in contrast with pragmatic initial priorities for what people believe is most important.
  - **Integrate with Community** – Attractive and engaging schools that invite the community in and with the surrounding natural environment flowing through.
  - **Deliver Real Success** – A realistic, evolutionary and implementable plan that achieves results while moving the district in a positive direction.
- 4) In groups, the FMPC discusses these Guiding Principles and makes their recommendations for edits, additions, and subtractions of statements/words. Groups then presented back their recommendations:
  - Demonstrate a clear process and know your audience; ensure these Principles can be understood clearly by teachers, staff, community members, and kids alike.
  - All groups expressed the desire to strike the word “wildest”
  - Uncertainty was expressed around “OUSD Brand” and preferred “educational experience”
  - Include the experience of the educator
  - Propel or move forward with strategic directions facilities that match the level of teaching and learning occurring within the district.
  - Make them inclusive of teachers, students, and staff
  - Creating a venue for collaborative input
  - Note: this is not the full list of comments expressed. LPA will take all comments back and modify the Guiding Principles.

3.03 **Demographics**

- 1) David Kaitz from Davis Demographics presented the methodology and findings of the demographic study.
- 2) The demographic projections look out 7 years into the future. Studying demographics beyond 7 years is increasingly challenging, and becomes an art more than a science.
- 3) Very little new development is planned for the OUSD attendance area, resulting in very little growth in enrollment from new development.
- 4) However, when comparing Kindergarteners who were born within the attendance area to Kindergarteners who were not, the amount of enrolled Kindergarteners is much higher (about double) than Kindergarteners who were born within the attendance area. This means families with children are moving into the OUSD district (referred to as mobility factor).
- 5) In summary, over the next 7 year, the District may grow by 7.5% (191 students TK-8 grade); +109 TK-5 grade students and +81 6-8 grade students. It appears that no new schools should be needed over the next 7 years to accommodate this slight growth. However, the District needs to make sure their existing facilities can accommodate the projected enrollment.
- 6) Before this study, the last demographic study was done approximately 3-4 years ago.

3.04 **Educational Program Vision**

- 1) LPA explains the process and considerations used to develop the educational program vision diagrams.



**ITEM NO.**

- a. OUSD Strategic Directions
  - b. Focus Group Meetings
  - c. Educational Vision Charrette
  - d. Principal Interviews
  - e. Teacher & Staff Survey
  - f. Student loading standards
    - i. TK – 3<sup>rd</sup> : 20:1
    - ii. 4<sup>th</sup> – 8<sup>th</sup> : 28:1 max (26:1 average)
- 2) LPA reviews the Educational Specification (Ed Spec) diagrams which represent size, proximity, and use of facility types. These diagrams are the expressed “ideal” scenario.
- 3) When developing the Facility Master Plan diagrams, LPA will overlay this information upon the existing campuses (along with the demographic information and existing condition assessment information) while maintaining appropriate classroom sizes, aiming to create “ideal” configurations for each campus, as closely as is feasible.
- 4) Overarching themes:
- a. Flexibility
  - b. Indoor / outdoor connections
  - c. Technology interwoven into every space
  - d. Create opportunities for collaboration and innovation

**3.05 Sustainable Goals**

- 1) Due to time constraints, the Sustainable Goals activity was postponed until a later date.

**3.06 Next Steps**

- 1) FMPC #4 is also the Town Hall, set for December 6<sup>th</sup> 2017
  - a. Location: Orinda Community Center – Founder’s Auditorium  
28 Orinda Way
  - b. Agenda:
    - i. FMP Process Overview
    - ii. Demographics
    - iii. Draft Master Plan Diagrams
  - c. Attendees:
    - i. All FMPC members are encouraged to attend. Not only for the reason of receiving the Draft Master Plan, but to be present as a resource for those attending who are new to the process.
    - ii. Each school site will have formed a committee comprised of the Principal, teachers who represent a cross-section of subject areas/grade levels, parent and community members, and students. Each School Site Committee will vary.
    - iii. Wagner Ranch Nature Area will also have a Draft Master Plan presented and is highly encouraged to have a committee in attendance.

Submitted by: Andrea Pippin, LPA

Attachments: FMPC presentation