



SAN DIEGO UNIFIED SCHOOL DISTRICT  
 Proposition Z School Bond  
 Charter School Facility Committee

**Prop. Z Charter School Facility Committee**

**TIME and DATE:** 10:00 AM, Monday, May 20, 2013

**PLACE:** Physical Plant and Operations, Training Room(s) A and B, 4860 Ruffner St, San Diego, 92111

**MINUTES**

**Committee Members:** Bixby, Dahab, Durfee, McElrath, Parsons, Premack, Sciarretta

AGENDA ITEMS	ASSIGNMENTS/UNDERSTANDINGS
Call to Order ( <i>PREMACK</i> )	Vice Chair <i>McELRATH</i> called the meeting to order at 10:05am
Roll Call: (Action)	<p><b>Committee members in attendance:</b> <i>M. Bixby, L. Dahad, M. Durfee, K. McElrath, J. Parsons, E. Premack (arrived at 10:32am), D. Sciarretta</i></p> <p><b>CSFC Support Staff:</b> <i>A. Voyles for C. Duke</i></p> <p><b>District Staff:</b> <i>S. Chong, L. Dulgeroff,</i></p>
<b>Public Testimony:</b> Vice Chair <i>McELRATH</i> called for public testimony and there was none	
1. Review and Approval of 5/6/13 Minutes (Exhibit) ( <i>PREMACK</i> )(Action)	<p><b>APPROVAL OF 5/6/13 CSFC MEETING MINUTES</b></p> <p><b>Motion:</b> <i>DURFEE</i></p> <p><b>Second:</b> <i>SCIARETTA</i></p> <p><b>Vote:</b> (6-0); passed</p>
2. Confirmation of Exhibits ( <i>PREMACK</i> )	No exhibits were presented
3. Work Plan ( <i>SCIARRETTA, McELRATH, DAHAB</i> ) (Exhibit)(Discussion)  Report out of Sub Committee on initial draft work plan	<p><i>McELRATH</i> provided a handout to the committee (<i>posted ahandout 3.1 - Phase 1 Work Plan</i>) outlining a draft Phase I Work Plan proposed by an ad-hoc work plan subcommittee. The committee discussed the work plan, including mission, legal issues, and needs assessment. <i>PREMACK</i> led a discussion of:</p> <p>(1) Key concepts to incorporate into a mission statement, and</p> <p>(2) Items to include in a potential needs survey.</p> <p>Committee members commented first, followed by public participants and District staff. Key points included the following:</p> <p><b><u>MISSION STATEMENT KEY POINTS</u></b></p> <p><b>Committee Input:</b></p> <p><i>BIXBY:</i> Begin with purpose, dissemination of funds associated with Prop.Z that is compliant and responsive to Charter Community. Collaborate with District. Transparency. Development of an effective process(s). Put students first.</p> <p><i>SCARIATTEA:</i> Innovation</p> <p><i>DAHAB:</i> Ensures equity.</p> <p><i>PARSONS:</i> Responsive to current <i>and</i> future needs.</p> <p><i>DURFEE:</i> Efficient use of funds and impact on achievement/instruction. Maximize leverage of all facilities resources.</p> <p><i>McELRATH:</i> Supporting instructional needs of school(s) by providing safe, affordable and appropriate facilities for students.</p> <p><i>PREMACK:</i> Equity, efficiency, maximize ‘bang for buck’ of this proposition.</p>

**Public Comments:**

Furtherance of intent of voters from Ballot measure.

Evaluation

**PREMACK, PARSONS, AND SCIARRETTA TO BE IN CHARGE OF MISSION STATEMENT AD-HOC SUBCOMMITTEE AND BRING BACK DRAFT MISSION STATEMENT TO THE NEXT CSFC MEETING IN JUNE**

**Motion:** BIXBY

**Second:** DURFEE

**Vote:** (7-0); Passed

**SURVEY NEEDS KEY POINTS:**

**Committee Input**

Whether schools have any facility needs, and, if “yes”, whether they have any cost estimates/growth plans.

Length and key terms of current facilities lease(s).

Current condition, maintenance needs, cost estimates.

How well does current location serve you?

School’s Instructional design and whether it includes unique or special facilities.

Whether current facility is provided under terms of Prop. 39 and terms of current use agreement (years).

Whether school currently receives State or Federal facilities grants.

Proximity to other schools.

Demand (for growth in enrollment) and size of any current waiting list if ‘over-subscribed’.

Whether school has facilities project(s) pending. At what stage is it?

Institutional strength, including whether charter has been renewed and/or is likely to be renewed in the future.

The Committee also discussed the need for a cover letter that introduces the purpose of the survey.

Members of the Public suggested the following for inclusion in a needs survey:

- Planning capacity
- Square footage per pupil and students per acre
- Specialized space needs.

***SURVEY AD-HOC SUBCOMMITTEE (WITH BIXBY, DAHAB, AND PREMACK AS MEMBERS) TO DEVELOP A THOUGHTFUL COVER LETTER AND FACILITIES NEEDS SURVEY. WILL BRING RESULTS BACK TO THE FULL COMMITTEE AT THE NEXT JUNE MEETING***

**Motion:** DURFEE

**Second:** PARSONS

**Vote:** (7-0); passed

***DURFEE and BIXBY will be in charge of the Site Discretionary Ad-Hoc(see Item 3. 1.); with its charge to figure out process for distribution.***

***SITE DISCRETIONARY AD-HOC SUBCOMMITTEE (WITH BIXBY, DURFEE, AND PREMACK AS MEMBERS) TO EXPLORE SITE DISCRETIONARY PROCESS AND LEGAL ISSUES. WILL BRING RESULTS BACK TO THE FULL COMMITTEE AT EITHER JUNE 10 OR JUNE 24 MEETING.***

	<p>Motion: BIXBY</p> <p>Second: SCJARRETTA</p> <p>Vote (7-0): Passed</p>
<p>4. Site Discretionary Spending and Legal Issues (<i>PREMACK</i>)</p> <p>(Discussion and Possible Action)</p>	<p><b>ALLOCATE \$300 PER ADA SITE DISCRETIONARY TO BE BASED/MEASURED USING P2 OF THIS 2012-13 SCHOOL YEAR.</b></p> <p><b>AMENDMENT: FUND TO START FLOWING BY SEPTEMBER 1<sup>ST</sup></b></p> <p><b>Motion:</b> BIXBY</p> <p><b>Second:</b> SCJARRETTA seconded for discussion</p> <p><b>Discussion:</b> Have a subcommittee to work on where the boundaries are (<i>SCJARRETTA</i>). BIXBY and DURFEE volunteered for this subcommittee. McELRATH would like to contribute the work she did with Jeff HUDSON to the subcommittee.</p> <p>Money set aside for preplanning, make sure charters that don't have a project have something competitive to work with (<i>PARSONS</i>).</p> <p>Timing is very critical to make recommendations so purchasing can occur at beginning of the school year. Would like to see barrier moved from \$200 to \$300 per/student.</p> <p>Vote (6-1): REMACK opposed as he thinks decision is premature.</p>
<p>5. Future Meetings, Agenda, and Date (Action)</p>	<p>All future meetings to be held bi-weekly in the PPO Training Room(s) A and B, 4860 Ruffner St, San Diego, 92111 unless otherwise indicated.</p>
<p>6. ADJOURNMENT (<i>PREMACK</i>) (Action)</p>	<p>Chair <i>PREMACK</i> adjourned the meeting to the next meeting date and place stated.</p>
<p><b>NEXT MEETING: Monday, June 10, 2013 9:30 a.m. – 12:30 p.m. PPO Training Room(s) A and B, 4860 Ruffner St, San Diego, 92111</b></p>	