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May 2, 2017

**TOWN HALL**  
**MORGAN HILL UNIFIED SCHOOL DISTRICT - FACILITIES MASTER PLAN**  
 LPA PROJECT NO. 1605820

**DATE:** May 1, 2017  
**TIME:** 6:00pm - 8:00pm  
**PLACE:** City of Morgan Hill - City Chambers  
 17555 Peak Avenue, Morgan Hill, Ca

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**

Steve Betando, MHUSD Superintendent  
 Kirsten Perez, MHUSD Asst Superintendent  
 David Gerard, MHUSD BoE Member  
 Ron Woolf, BoE Member  
 Christina Hildebrand  
 Wendy Sullivan, ASHS/MMS H&SC/SSc  
 Jenna Mittleman, LPES Principal  
 Mario Pepper, ASHS  
 Joey Gustaveson, ASHS  
 Tyler Lamb, ASHS  
 Denise David, PVEA  
 Casino Fajardo, MHUSD Dir of Const.  
 Brian Sullivan, President BoD, CSMH  
 Jason Beach, MHUSD Dir of Student Nutrition  
 Glen Webb, MHUSD Dir of Curriculum  
 Alex Aasen, MMS Principal  
 Tim Harris, Resident  
 Julie Somavia, ASHS Parent  
 Katie Somavia, ASHS Student  
 David Somavia, ASHS Parent  
 Mary Alice Callahan, BES Principal  
 Christina Perez, LOHS Band Booster  
 Jennifer Kim, NES Parent  
 Claudia Cibrian, NES Parent  
 Corina Pham, ASHS Student

Tanya Carroll, MMS/NES Parent  
 Manuel Rubio, ASHS  
 Derick Heninger, ASHS  
 Kelley Chimienti, PVEA  
 Aisha Casaje, LOHS Band Booster  
 Paula Scotney Castle, PAWES/BMS Parent  
 Victoria Knutson, Dir of Fiscal  
 Rudy Trujillo, Turner Construction Co.  
 Marissol Perez, LOHS Band Booster  
 Vanet Murawsky, PVEA Parent  
 Erik Murawsky, PVEA Parent  
 Sarah Somavia, ASHS Student  
 Courtney Macko, ASHS Principal  
 Jocelyn Durling, SSC  
 Lesa Pfeffer, SSC/H&SC Board  
 Jim Carillo, MHUSD Dir or Tech.  
 Laura Hernandez, MHUSD Parent  
 Mike Webber, IT Admin  
 John Horner, MHUSD COC  
 Debra Grove, NES Principal  
 Joseph Marquez, LOHS Band Booster  
 Sam Sanchez, ASHS  
 Jim Kisel, LPA  
 Andrea Pippin, LPA  
 Tony Harris, LPA  
 Caroline Kwak, LPA

**DISCUSSION ITEMS**

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1.01 **Process Overview**

- A. LPA reviews the FMP schedule, process, and plan of stakeholder engagement.
- B. The FMP goal is to establish long-term visions for all campuses and district support sites, but by no means are the proposals the set-in-stone plans. The concepts presented at the Town Hall are drafts intended to foster comments and conversations geared toward the long-term vision.
- C. Stakeholder outreach groups
  - a. ESC: Executive Steering Committee consisting of District leadership. Purpose is to help guide the process and dig into the nitty-gritty details.

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- b. Focus Groups: Help LPA understand the needs at a more detailed level and at a district-wide level.
- c. Outreach to capture all district needs helps to give an idea of the various costs and gives LPA an idea of how programs are run at the various sites as well as the facilities needed to support those programs.
- d. Surveys: A survey to teachers / staff and parents / community is currently available at the following links:
  - i. Teacher/Staff Survey:  
[www.surveymonkey.com/r/MHUSDTeacherStaff](http://www.surveymonkey.com/r/MHUSDTeacherStaff)
  - ii. Parent/Community Survey (English):  
[www.surveymonkey.com/r/MHUSDenglish](http://www.surveymonkey.com/r/MHUSDenglish)
  - iii. Parent/Community Survey (Spanish):  
<https://es.surveymonkey.com/r/MHUSDdespanol>
- e. Interacting with a wide range of stakeholders helps to develop common themes and what may inform the highest priorities per each site and district-wide.

1.02 **Site Walk Findings / Principal Interviews / Focus Group Meetings**

- A. LPA summarizes the findings during the Principal interviews, site walks, Student Ambassador meeting, and individual Focus Group meetings.
- B. Common themes that emerged from these meetings include (but are not limited to):
  - a. Improved parking and drop-off areas
  - b. Wayfinding
  - c. Upgrades to MPR and/or gym
  - d. Exterior site lighting
  - e. Security cameras
  - f. Security fencing
  - g. Modernization at aging facilities
  - h. Improvements/additions to specialty labs
  - i. Flexible furniture & technology
- C. LPA met individually with various trades within the District for the Focus Group meetings. Trade groups include:
  - a. Plumbing
  - b. Electrical
  - c. Grounds
  - d. Maintenance
  - e. Food Service
  - f. Transportation
- D. District Support services are housed on various sites throughout the District. A map of these facilities was included in the presentation as well as provided as a poster to illustrate how spread out these support sites are.
  - a. Central Kitchens occur at two separate sites (Live Oak High School and Sobrato High School) and provide food for all school sites.
  - b. A Transportation Yard housing the District's school bus fleet and Transportation/Mechanic personnel and services is located at its own facility.
  - c. The Maintenance & Grounds personnel have warehouses/facilities at two separate sites (Britton Middle School and Central High School).
  - d. The District Office is housed at a facility separate from all others.

1.03 **Planning Considerations**

- A. Demographics
  - a. The numbers presented represent a very rough, preliminary overview of potential demographics within the MHUSD over the next 10 years. Demographic predictions become harder to estimate the further out you project.

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- b. The Demographics can only consider current projects that have filed development permits with the City of Morgan Hill and within the MHUSD attendance boundaries. The Demographics cannot consider the growth demonstrated in the City's 2035 General Plan since it is not verified with approved development permits.
- c. The Draft Master Plan proposals are based the capacity on the existing enrollment, using demographics that take the planned/unbuilt elementary school into consideration.
- B. Design Objectives
  - a. Classroom loading factors from the 2016 LCAP were used when developing the Draft Master Plan proposals.
  - b. The Draft Master Plan proposals followed the guidelines and goals developed in the Educational Specifications.
- C. Discussion with attendees at the Town Hall:
  - a. Question: The construction of a new elementary school should free up room in other schools; so, what happens if this elementary school isn't built?
    - i. Answer: An area for future development is identified on existing elementary school sites and will be verified during LPA's 1-on-1 meetings with the school sites.
  - b. Question: Are the demographics reflective only of Morgan Hill residents?
    - i. Answer: These numbers analyze the entire MHUSD attendance boundary, which includes the areas in San Jose and San Martin. It also considers inter-district requests from outside MHUSD boundaries, using historical trend data.

**1.04 Conceptual Draft Master Plan Proposals**

- A. LPA's first pass at the Conceptual Draft Master Plans were presented.
- B. Discussion with attendees at the Town Hall:
  - a. Question: Are the new buildings assuming Gen 7 modulars?
    - i. Answer: At this point, nothing is presumed other than identifying new construction.
  - b. Question: This seems "pie-in-the-sky," where is the actual cost and how is it going to be funded?
    - i. Answer: A cost estimate will be developed once the plans are refined based on input from the school sites. Funding sources will be identified/discussed further within the District. The purpose of the Facilities Master Plan is to identify the current needs and establish a long-term plan.
  - c. Question: Explain Developer fee levels.
    - i. Answer: In California, one source of school funding comes from local development, obtaining fees from developers by qualifying for one of three levels; Level 1 is the lowest fee collected by school districts, Level 3 being the highest. Currently, the Morgan Hill Unified School District is collecting Level 2 fees. One of the requirements/qualifiers of collecting Level 2 fees is by having 20% of its overall classrooms housed in portables.
    - ii. The Conceptual Draft Master Plans show most of the portables as being replaced with new construction. This does not guarantee or presume that all portables will be removed, thus disqualifying the district from obtaining Level 2 fees, but is rather a vision or ideal scenario.
  - d. Question: Do the Gen 7 buildings qualify as "portables?"
    - i. Answer: No, Gen 7's are "modular construction" as opposed to "portables" which can be relocated.

**1.05 Conceptual Draft Master Plan Review & Comment**

- A. The final hour of the Town Hall was dedicated to a review of the Conceptual Draft Master Plans. Each school site had a printed site plan accompanied by pens and post-its that they could use to make comments.



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- B. The plans then went to each school site so the stakeholders could review and comment as well. Plans will remain at their respective school site until the 1-on-1 meetings on May 15<sup>th</sup> and 16<sup>th</sup>.

Submitted by: Andrea Pippin