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431 I Street, Suite 107, **Sacramento**, California 95814



FACILITIES MASTER PLAN

WOODLAND JOINT UNIFIED SCHOOL DISTRICT
LPA JOB NO. 30348.10

Date: October 6, 2021
Time: 6:00pm – 8:00pm
Place: District Office

FACILITIES MASTER PLAN COMMITTEE | MEETING #1

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

Lewis Wiley, Assoc. Supt. Of Business Services
Nick Baral, Dir. of Facilities
Tony Peregrina, Dir. of Transportation
Tina Burkhard, Dir. of Technology Services
Felicia Wilson, Dir. of Student Support Services
Phil Pinegar, Principal at Plainfield ES
Rebecca Rossiter, CSEA
Todd Freer, CSEA
Karen Gossard, Parent
Eric Garber, Community Technology Leader
Debbie Decker, Previous Board Member
Tania Tafoya, Previous Board Member
Michael Pyeatt, Previous Board Member and Parent
Liza Grandia, Woodland Coalition for Green Schools
Sonia Cadena, DELAC
Matt Juchniewicz, Dir. of Support Operations Services at Yolo COE
Dr. Larry Ozeran, Community Member

Jim Kisel, LPA
Tony Harris, LPA
Andrea Pippin, LPA

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All Present
Rebecca Foster, Dir. of Special Education
Spencer Springer, Dir. of Child Nutrition
Kym Milisci, Pioneer HS
Gerald Salcido, Woodland HS
Jacob Miller, CSEA

1.01 Introductions, Committee Welcome, and Process Overview

- Jim Kisel (JK) opens the meeting with introductions of the LPA team followed by the FMP Committee members introducing themselves.
- JK provides an explanation of the Facilities Master Plan components, process, and approach.
 - Components and Process:
 - Educational Vision & Goals: identifies space typologies and their desired characteristics and adjacencies. This section of the FMP document is often referred to as Educational Specifications, or “Ed Specs”.



- Facilities Condition Assessments: a Technical Assessment was performed by Bureau Veritas and identifies repairs-based needs. LPA also performed an assessment that identifies current uses for all campuses.
- Demographics Review: projects enrollment over a 10-year period and informs each campuses master planned capacity.
- Financial Analysis: analyzes the district's funding capabilities. This will be used during a workshop with the Board in conjunction with stakeholder priority data points to inform potential projects for current funding available.
- These components are informed by robust stakeholder engagement efforts. Once campus master plan diagrams are developed, cost estimates will be developed and presented to the Board where they will prioritize projects managed to the current funding available.
- Approach: There are two ways to approach a master plan: one that is focused to the district's available funding, and another that expands to a larger vision that would take many rounds of funding to achieve. WJUSD had determined to land this approach somewhere in between the two, meaning it shouldn't be so grand that implementation is unachievable, yet it should be visionary and foresee improvements beyond the current funding available.

1.02 "If You Could Dream" – Goal Setting Activity

- Working in small groups, the FMPC was asked to develop goals for the Master Plan:
- Group A
 - Safety
 - Emergency Announcement System
 - Maintenance
 - Repair roof leaks, plumbing leaks, improve water quality, repair walkways
 - HVAC
 - Regulatory Compliance
 - Update sites for accessibility compliance
 - Technology Infrastructure
 - Optimize technology bandwidth
 - Electrical Infrastructure
 - Additional outlet access
 - Expand solar infrastructure
 - Bathroom Updates
 - Classroom + Lab Updates
 - Replace portable classrooms with permanent structures
 - Provide new desks and chairs
 - High Priority District Needs
 - Woodland High School mechanical systems
 - Douglass MS roof repair
 - Finish Spring Lake school
- Group B
 - Current and future enrollment projections
 - Localized and District wide
 - Commitment to regular (annual?) systemic review of the facilities master plan
 - Ensure the plan meets current needs
 - Link master plan to other District documents
 - A suite of projects for which bond funds may not be available right now, but may have other funding sources that could be quickly implemented
 - Early projects should be visible to the general public to build community
 - i.e. Mechanical systems upgrade or roof repair cannot be seen by public, therefore public cannot see where funds are spent
 - Provide resilient planning and design to accommodate potential natural disaster
 - Be flexible enough to change with new technology



- Collaborate as appropriate with city and county stakeholders
 - Educate the stakeholders on the plan
- Learn from surrounding communities
- How to delineate between needs + wants
 - Prioritize needs
- Facilities master plan should be linked to other District plans that would inform the master plan.
 - Reference binders on shelves should be digitized and provided as digital references.
- Projects favored to be high on priority list:
 - 2nd Gym Pioneer HS
 - Flooring and Trailers
 - Outdoor Education Infrastructure
 - Cache Creek needs modernization and updates
 - Dilapidated Facilities
 - Science Laboratories
- Group C
 - Projects that are planned, publicized, and executed to be appreciated by the public and provide curb appeal and utility.
 - Provide a priority list of projects
 - Critical path projects
 - In order so funding can be spent in order
 - Focus on sustainable safety & updates
 - Furniture that is adaptable and flexible
 - Supervision of children – clear vision
 - Solve the issue instead of providing temporary patches to issues
 - Adaptable facilities & technology with reconfigurable furniture
 - Adapt existing facilities for safety
 - School design / layout
 - Teacher/Staff ability to monitor safety of sites
 - Create environment that draws students to our district
 - What can make people want to come to the Woodland District
 - Shared facilities across schools or with the city
 - Junior high school vs high school
 - School / City shared pools
 - Allows public to learn more about school / District
 - Benefits future funding when the public has more of a connection to a school / the district

1.03 Findings To-Date

- Andrea Pippin (AP) reviews findings from stakeholder engagement activities done to-date. Activities include online surveys to Principals, Students, and Teachers/Staff; Focus Group meetings with District department directors, Maintenance and Operations trades, and the DELAC group; and the site walk and listening sessions performed at each school site.
- Common themes from all groups identify a need to update and modernize the classrooms and school environments, including an update of technology and access to power for charging; address site and field repairs to improve safety and accessibility; improve food service access, circulation, and menu display; addition of shade for outdoor dining, assembly, and social spaces; and creating secure campuses with a single point of entry.
- See the FMPC #1 Presentation for the full summary District-wide and the priorities gathered from the school site listening sessions.

1.04 Defining Success

- The FMPC was then asked to answer the question: How would you define success for the master plan? In other words, this master plan will be successful if...



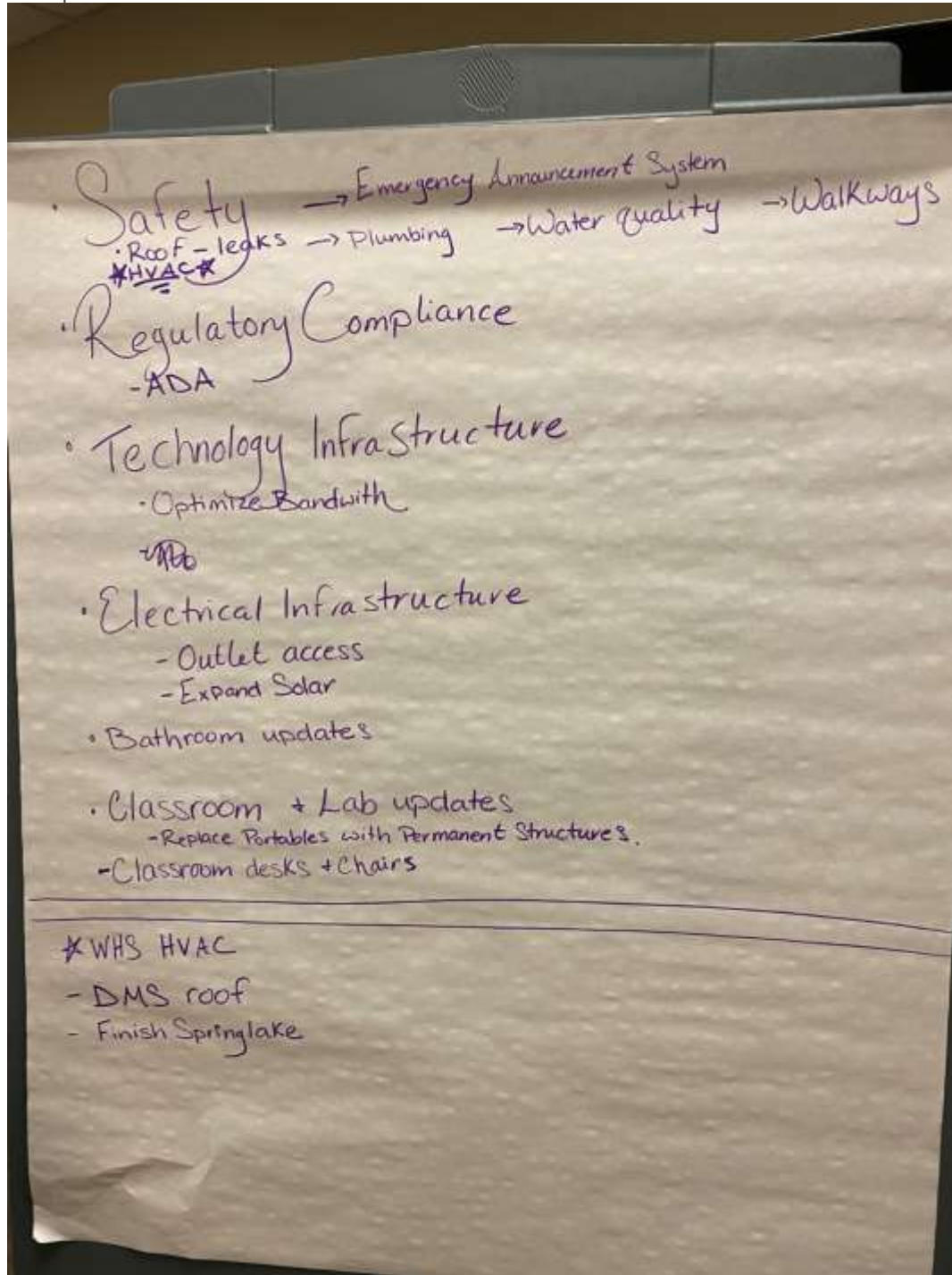
- Each member of the FMPC gave their response individually:
 - Goal setting, planning, data collection, implementation, follow through
 - Maintain a dynamic mindset throughout the process to accommodate changes.
 - Allow the District to float another bond in 2024 by building social / community capital through the master plan.
 - The plan should be realistic, have follow-through, and provide parity.
 - Creating a living document that can adapt.
 - Resilient schools that are prepared to face climate change, pandemics, and disasters to allow children to learn in healthy spaces.
 - Have a lineup of projects that can be carried out through a plan or roadmap and define program.
 - Creating a dynamic plan that sets the stage / roadmap for the District for years to come and supports student success and achievement.
 - Being able to carry out a plan and advertise / highlight steps of the plan to keep community engagement and support.
 - Results need to be publicized and not hide the achievements and progress of the District.
 - Begin with high priority projects to solve largest issues within the District, use the initial results to publicize and share with the community and get larger community stake in current progress and future projects that will help complete the master plan.
 - Define a list of goals that can be achieved within a defined budget.
 - A plan that inspires community involvement and financial involvement that allows for the passing of future bonds.
 - Use the website to keep communication open with the public / community.
 - Measure progress of the master plan – keep updated with funds used and funds needed.
 - Eliminate safety risks and optimize use of all available funding resources to achieve defined objectives.
 - Master plan lays the groundwork of the Board's prioritizations for the best ways to use bond dollars.
 - Students are in a safe environment and the District provides everything needed for student achievement and success.
 - Community involvement from the beginning.
 - Projects are done in a timely manner and shared with the community.
 - Coherent plan that shares the vision of the district and matches the priorities of the District.
 - A plan that has a clear vision and is simple enough for everybody to understand at all levels of engagement and involvement.
 - Presentation of the plan needs to convey the message clearly.

1.05 FMP Committee Next Steps

- FMPC #2 – November 3rd @ 6:00 – 8:00pm in the District Office
 - Agenda:
 - Demographic Trends & Capacity Analysis
 - Program Thought Starters & Focus Group Needs
 - Education Programs Vision
 - School Sites Opportunities Charrette

Activity Photos:

Group A

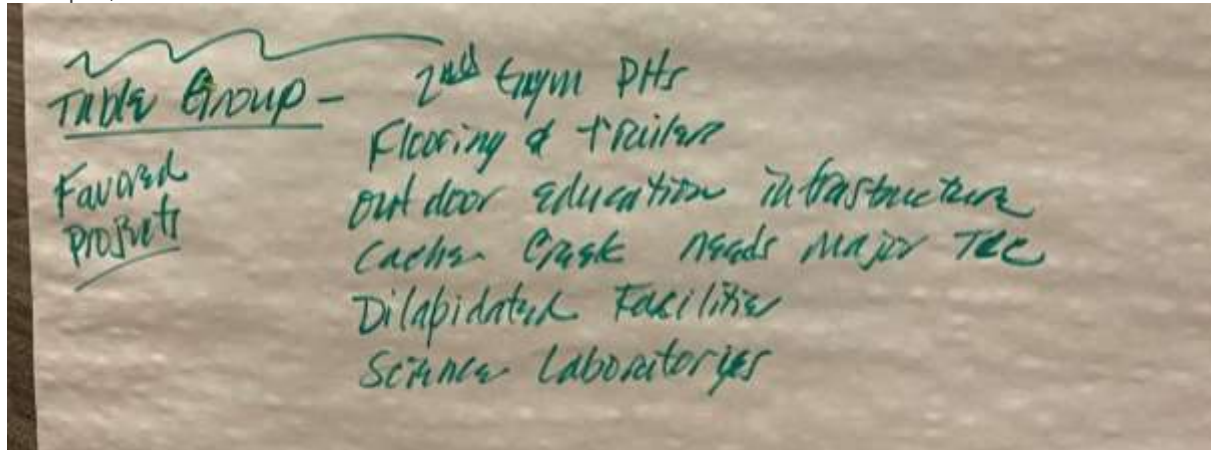


Group B

Dreaming Big

- Current & Future Enrollment projections - Localized AND District-wide -
- Commitment to regular (annual?) systemic review of the FMP - assuring the plan meets current needs - linked to other District capital bond
- A suite of projects for which funds may not be available right now but may have other funding sources (grants, etc.) that could be quickly implemented
- Early projects should be visible to the general public to build community
- Aligned w/ potential natural disaster, drought, wildfire, flexibility to accommodate new technology
- Manages community expectations -
 - coherence w/ standing centers in the District
- Collaborative - as appropriate - w/ city & county stakeholders & educate those stakeholders on the plan
- Learn from surrounding communities
 - How to delineate between needs & wants
 - How to prioritize needs
- Links to previous plan & other plan that would inform FMP updates (safe & ...)

Group B, Continued



Group C

Appreciable results. Projects that are planned,
publicized & executed. Projects w/ curb appeal AND
utility

Roadmap - order of projects

Focus on sustainable safety & updates

Solve the problem instead of patch the issue

Adaptable facilities/technology
- V configurable furniture

Adapt existing facilities for safety

- school design/layout

- so teachers/staff can monitor safety of sites

Environment that draws students to our
district

Shared facilities across schools/the city to
maximize resources

- performing arts center, library, pool

How to prioritize needs