| **Action/Question** | **Response** | **Community Response** | **Action Step** | **Who/When** |
| --- | --- | --- | --- | --- |
| 1. **Definition of what “Quality” means.**
 | **QCSD 7/15:**Quality has been defined by the Oakland community through the Strategic Plan Task Force process. The OUSD BOE adopted School Quality Standards as part of the District Strategic Plan, pgs. 56-57 (Attached) |  |  |  |
| 1. **Clarity regarding parameters for Deciding relocation or on-site expansion.**
 | **QCSD 7/15:**District Leadership will consider the feasibility of proposed expansion scenario/s, based on costs and availability of resources; likelihood of maintaining integrity of school program design; ability to further the goals of the District’s Strategic Plan; ultimate capacity to achieve intended goal of increasing the capacity of the program to serve up to at least 380 students.  |  |  |  |
| 1. **Fire Hydrants- Clarification on requirements & options.**

**Additional Notes:****Is upgrading the fire/water a requirement? If so, provide a preliminary cost estimate** | **Facilities 6/15:**The upgrading of the fire/water loop system has been a requirement for similar projects in the past; however, there has been some latitude with the local Fire Marshall. An estimate of the cost of the fire hydrant would be inappropriate at this time as we have not researched adequately the trenching, length of piping or number of hydrants that may be required. Currently, we are carrying $200,000 in our conceptual budget for this work**Facilities 7/13:**California fire Code Section 507.5.1 states the following:“Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an *approved*route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the *fire code official.* “The path shall be accessed from the exterior. Based on the fact that the sides of the existing building will be more than 400 feet, a new hydrant will be required. Especially considering the possible buildings in the play ground, a new hydrant will be required. | **Kaiser 6/15:**We have determined with preliminary measurements conducted by our parents the following distances:* From Hydrant to front door: 318’-1”
* From Hydrant to Back door: 418’-2”
* From Hydrant to top of ramp: 498’-8”
* Inner Diameter of Circle: 285
* Outer Diameter of Circle: 133
* Width of South Hill drive: 29-10
* Distance from top of slope to back fence: 302’-10”

These appear to be all well within the state code regulations.**Water Flow test – To be done***\* Expectation is that budget will accommodate requirements for new hydrant.* | ***TBD:****Architect to review all measurements and confirm code parameters. Any deviations should be accompanied by solutions to be vote on and meetings set up with the Fire department for discussion.* ***Principal and Member(s) of the Small Working Group to be in attendance.*** |  |
| 1. **Back Entrance Options to site in order to talk w/ CalTrans.**
 | **QCSD: 7/17**To be considered in the event an on-site expansion is recommended. |  |  |  |
| 1. **More details regarding timelines (Summer meetings, construction, and discussion of programmatic options/expansion)**
 | **QCSD 7/15:**Summer dates provided to School-based working group members for distribution.Construction timeline would be predicated on decision-making timeline (pending). |  | **Facilities:** Consider backwards map of construction timeline for on-site expansion based on decision-making by February 1, 2013. | **Melissa/Dong****By September 1, 2012** |
| 1. **Invitation & training regarding the Bond Measure.**
 | **QCSD 7/15:**Recommend that site-based representatives initiate contact directly with BOE representative to gather more information re: Bond Measure |  | **Kaiser Community:** Initiate contact with BOE representative re: Bond Measure | **Susy****By TBD** |
| 1. **Clearer comparative costs between on & off-site expansion.**
 | **QCSD/Facilities 7/15:****On-site expansion** preliminary budget ear-marked for consideration = $5M (Current scenario Draft = approx $3.7M)**Off-site expansion** – entirely dependent on specific suitable site identified.Move costs = approx. $25-$40KBeautification and improvements = approx. $200-$300K |  | **Facilities:** Scope range of associated, estimated relocation costs. | **Melissa****By September 1, 2012** |
| 1. **Fleshed out program details (Loading, program offerings, schematics/plans, OUSD’s commitments to Busing & Transportation)**
 | **QCSD 7/15:****Loading:** Loading is appropriate contents for school site staff and leadership.**Program Offerings:** Program offerings would be aligned to those currently outlined within school’s CSSSP. As additional opportunities present themselves through facilities expansion scenario – examples of possible program offerings will be contained in Recommended Kaiser Expansion Plan.**Schematic/plans:** Drafts of on-site expansion schematic is currently undergoing iterative process within Working Group.**Transportation:*** **In the case of an on-site expansion,** the district would not be providing ongoing or long-term busing or transportation services. Kaiser represents a quality school choice option such that it would be beneficial if operated in a location with greater access to a broader base of interested students; if expanded at the current location – the viability of this scenario would require evidence that sufficient families would choose the school regardless of the limited transportation access.
* **In the case of an off-site expansion,** viability of the location would similarly require evidence that sufficient families would choose the school based on its accessibility to available transportation.
 |  | **Kaiser:** Principal and staff generate preliminary recommended loading based on ultimate enrollment minimum of 380 students. | **Darren****By September 30, 2012** |
| 1. **What happens to Kaiser site if the school relocates?**
	* **Encourage recreational neighborhood use of school site.**
 | **QCSD 7/15:**The District does not currently have a specific plan for the use of the Kaiser Elementary Facility if the school were to relocate. A District Facilities Utilization Committee – comprised of a cross-departmental team of District management would evaluate proposals and make recommendations to the Superintendent and District Cabinet. Any future facility use would include specific, noticed engagement efforts with local community. Consideration would be given to asset of facility within neighborhood. |  | **Pending** outcome of ultimate approach taken to facility expansion. |  |
| 1. **Funding of expansion- If Bond pass/fail and we do not make the priority list, what happens?**
 | **QCSD 7/15:**District leadership would consider alternate approaches and/or timelines to achieving the goals of expanding the capacity of the Kaiser Elementary program.**NOTE:** Bond initiative approved by BOE in June, 2012 with language establishing priority of funds associated with Kaiser Expansion Resolution. |  |  |  |
| 1. **Class Size- What is the max vs. minimum number of students?**
 | **QCSD 7/15:**There are no class size minimums established within the District.The class size maximums established within the bargaining unit contract is:K = 271-3 = 30 4-5 = 31 |  |  |  |
| 1. **Health & Safety-Where is ADA/Enrollment in these places?**
 | ***Clarified question regarding Programs for Exceptional Children and vision for Kaiser to support broad range of students with disabilities.*** |  | **Contact PEC to clarify vision and opportunities.** | **Darren** |
| 1. **What about traffic?**

**\* Will traffic be provided during before/after-school program hours?** | **QCSD / Facilities 7/15:**A traffic study would be conducted to determine if any unique striping or other curb markings would be required. | **Kaiser 5/15:**Principal acknowledged new requirements to begin implementation in 2012-13 school year for parking, pick-up and drop-off. Additionally, principal acknowledged initiation of student traffic safety patrol beginning within 2012-13 school year. | **Kaiser:** Principal to provide additional information to families regarding new traffic safety program and its scope. | **Darren****By October 31, 2012** |
| 1. **Enrollment Increase - How will we know that type of facilities and programmatic needs of students?**
 | **QCSD 7/15:**Enrollment expansion proposals will be developed based on the ongoing assessment of the student needs of the current diverse population of students attending Kaiser Elementary. |  | **Kaiser:** Additional consideration needed by Kaiser Leadership Structure (staff/parents) regarding capacity to meet students with greater academic and social/emotional needs than current population. | **Darren****Ongoing** |
| 1. **What will the total approximate cost be?**

**What are the anticipated construction costs ($/SF) for:** 1. **Replacing portables?**
2. **Constructing “alternate designs” – conventional construction or modular construction?**
 | **SEE ABOVE****Facilities 6/15:**1. Project square feet costs have varied considerably on recently bid projects. We are seeing a range of magnitude between $416.00 and $547.00 for Design-Bid-Build projects. Currently, we are carrying $396.00 per square foot for the first scheme provided to the Small Parent Community. The square cost will be determined at time of receipt of bids from the contractors. There are a lot of qualifications based on soils condition, extent of access compliance and other regulatory issue
2. As discussed in our meeting, Schemas 2 and 3 indicate an alternate design, Gen-7 is a modular product which allows the Kaiser community to customize doors, windows and siding. The classroom space does not change.
3. Facilities are currently working on a permanent structure estimate and site layout for the next meeting

**Facilities 7/15:**Kaiser schemes are based on recessed concrete foundation that will eliminate the need for ramps/stairs to the new classrooms. Modulars such as Gen 7 is designed to last longer than needed. If the intent of the project is to provide temporary classrooms before a permanent building, then conventional portables on wood foundations will be less costly.  | **Kaiser Community:****Comment 1**~$400/SF seems low given the range previously stated ($416-$547).**Comment 2**I heard the comment from the school lady that the modulars would only be temporary . . . Does that mean that after a couple of years the modulars would be removed to make room for a truly designed project?  If that is so, does someone buy the modulars from us, therefore mitigating the first cost -- or does Kaiser (or the District) rent or lease the modulars for that interim period?  From what I hear so far, it appears that Kaiser would spend $500 /sq ft for the modulars (does that include ramps, foundations, utilities??) and then another $450 /sq ft for the designed project -- and that doesn't make sense, logically or fiscally.  I'm afraid that once the modulars are installed, they'll be there forever -- a waste of an opportunity, on many levels. Plus it raises the opportunity for the kids, teachers and parents to be involved in the process, which is a great community-building experience. **Comment 3**:Although a precise cost is not feasible until bids are received. The District has as recently as this past winter done such installations at Burkhalter Elementary, more up-to-date data comparison should be available. Soils conditions should be tested well in advance of receipt of construction bids, as well as access compliances and any other regulatory issues. | ***TBD****District to request and share reports received by consultants for the following areas:**- Regulatory* *- Accessibility**- Geo/Soils* *- MEP* *Knowing what is possible before concluding on a design is a crucial step.* |  |
| 1. **Will there be more school closures?**
 | **QCSD 7/15:**The District is assessing its academic and fiscal solvency on an ongoing basis. There is not a plan currently to specifically close additional schools. The most recent round of restructuring resulted in reducing the total number of schools to 86 for the 2012-13 school year. |  |  |  |
| 1. **How can we make the case to leave the school as is?**
 | **QCSD 7/15:**The school community will continue to have an opportunity to articulate its rationale for retaining the school program as is throughout the planning and decision-making process.The Working Group process if open to participants from throughout the Kaiser school community. The final proposals considered by the District Cabinet and Superintendent will be reviewed with the Kaiser community through its representation on the Working Group and responses will be taken into consideration and communicated to the Cabinet and Superintendent. Any aspects of the proposed expansion requiring BOE approval will inherently include opportunities for the school community to articulate its rationale for retaining the school program as is. |  | **Kaiser:** School-based representatives continue to engage fully with parents and staff to ensure voice of broader community is represented in planning and decision-making process. | **Ongoing** |
| 1. **What is clear? What have we ruled out? (K-8)**
 | **QCSD 7/15:**BOE resolution does not include any proposed changes to school grade configuration. There has been no concerted effort put forth by parents or staff to change the school’s grade configuration. Parent-led survey effort indicates limited interest in changing grade configuration.* It is clear that a functioning library is required.
* It is clear that additional space for art/music is desired.
* It is clear that improvements to outdoor recreation space are desired.
* It is clear that fire and safety must be a priority within expansion planning (on or off-site)
* It is clear that the current programmatic offerings at a minimum must be maintained within expanded facility scenario.
 |  | **Working Group:** Continued articulation and record-keeping of what is clear and what is ruled out would be beneficial | **All****Ongoing** |
| 1. **Diversity - How do we bring awareness to everyone?**
 | *Question clarified to likely focus on socio-economic diversity and ongoing need to educate public regarding diverse student population and disconnect with characterization of Kaiser as a “Hills School”* |  | **Kaiser:** Continue to prioritize this topic within the school’s ongoing strategic planning processes. CSSSP | **Darren/SSC****Ongoing** |
| 1. **How do we continue to expand the diversity of multi- racial LGBT, families with disabilities (which is a huge part of quality at Kaiser)**
 | **QCSD 7/15:**This question should be a central feature of any discussion by the school leadership that is conducting the ongoing strategic planning (CSSSP) for the school. |  | **Kaiser:** Continue to prioritize this topic within the school’s ongoing strategic planning processes. CSSSP | **Darren/SSC****Ongoing** |
| 1. **How will we include more 3rd grade African American males to our program?**
 | **QCSD 7/15:**Targeted recruitment of African American male students is an important topic to be considered by a joint effort between the District and the school community. While not likely to span the scope of the facility expansion working group process; this topic warrants a focused effort. Recommend engagement with AAMA leadership to consider needs/strategies. |  | **Kaiser:** Outreach to AAMA leadership to initiate dialog re: African American Male recruitment strategies. | **Darren/Susy****Ongoing** |
| 1. **How did we go from closure to expansion? What kind of expansion would make it worth it? How will expansion affect the program?**
 | QCSD 7/17:The district, in its efforts to establish a more sustainable set of schools developed criteria to assess ALL schools in an attempt to identify schools for possible closure. Due to Kaiser’s small size, low enrollment, small facility capacity, low density of school-age students in the neighborhood; the school was identified for consideration. After reviewing the high academic outcomes of students and considering alternatives; the Superintendent and District Leadership Team recommended expanding Kaiser to serve a larger population to both ensure its long-term sustainability, as well as expand quality seats within the District due to Kaiser’s outstanding performance to date. |  | **Continue to clarify for community** |  |
| 1. **If bond measure doesn’t pass, is there an option to leave the school as is, or do we have to relocate as the cheaper option?**
 | **SEE ABOVE** |  |  |  |
| 1. **How do we select 100 students?**
 | **QCSD 7/15:**Enrollment increases would begin primarily in Kindergarten enrollment with some increases at additional grade levels based on interest and loading ratios. Assignments would continue to be driven by District Enrollment Policies. |  | **Working Group:** Develop growth plan as appendix to expansion proposals. | **ALL****Within proposal timeframe** |
| 1. **Is it more cost effective to take in more than 100 students?**
 | **QCSD 7/15:**Optimal enrollment size should be a consideration of school’s ongoing strategic planning process – CSSSP. The District currently operates quality school programs of various enrollment sizes. While there are economies of scale associated with expanding beyond 100 students, additional students will require a range of diverse needs. |  | **Working Group:**Consider cost/benefit implications of enrollment beyond 380 students. | **ALL****Ongoing** |
| 1. **Is it feasible to deliver larger portables to the site? Is there an added cost for delivering portables to the site? If so, has this been included in the cost comparisons?**
 | **Facilities 6/15:**The size of portable depends on the Kaiser educational program and loading. A crane may be required, but the portables can be delivered to the site. There is cost associated with the delivery and installation of portables and the cost is included in our conceptual budget.**QCSD 7/15:**All construction timelines, scope and sequence are considered with any facilities project. These are community to the school leadership and coordinating meetings occur on an ongoing basis to ensure smooth completion of projects. | **Kaiser Community:****Comment 1:**From previous experiences at the school a crane will be necessary to lift portables on the play-ground from the present “garden” area or at the corner of the Multipurpose room. Either solution is possible but either solution brings timing issues. In the Garden the present portables will have to removed first, as well as all the potting beds. By way of the ramp, the portables could be brought on site and stored there until final hook-ups and underground work is completed. It’s a construction sequence issue. |  |  |
| 1. **There is a limited amount of flat ground behind the existing portables. The ground slopes up to the south and down to the west and north. What site work (grading/retaining walls) is required for removing & replacing the portables as shown in the preliminary site plan?**
 | **Facilities 6/15:**Based on a typical portable size, 24x40, new portables may be installed in the existing portable locations with minimal impact to the grade |  |  |  |
| 1. **Revise the site plan to show an ADA accessible ramp from the upper yard to the main campus. Note that there is at least 7’ of grade change, which requires approximately 90’ of ramp with no less than two intermediate landings.**
 | **Facilities 6/15:**The new schemes provided at the June 5, 2012 meeting shows the ADA ramp.**Facilities 7/15:**Ramp Design included in our scheme meets the ADA/accessibility requirement of 1 to 12. | **Kaiser Community:****Comment 1:**I’d like to see more details on the ramp shown in the schematic drawings, including proposed geometry and existing site elevations and dimensions. **Comment 2:**We need to see how addressing the exiting ramp’s slope will be addressed and how much impact that will have.  | **Facilities:**Include in any future designs how the ADA re-sloping of the existing slope will be addressed. | **Melissa****Ongoing** |
| 1. **What are the minimum space requirements for auditoriums and lunch-rooms serving up to 300 students?**
 | **Facilities 6/15:**Our current standard if we build new assembly space is designed for a population that has two lunch periods. There are no costs associated with work at the auditorium currently in the conceptual budget | **Kaiser Community:****Comment 1**For new construction, how much lunch room space (SF) would the District recommend for 300 students? Kaiser’s multipurpose room is 2750SF or 18 SF/student assuming 2 lunches. |  |  |
| 1. **What are the minimum ADA-compliant restroom facilities for schools serving up to 300 students? Will upgrades to existing restrooms be required? Will there be a net loss in restroom facilities before expansion?**
 | **Facilities 6/15:**ADAAG and the California Building Code require that we provide equivalent accessible facilitation. Accessible restrooms are required for both staff and students; however, a condition assessment was not performed on existing restrooms to determine whether or not these are access compliant. The new restroom portable will meet ADA regulations. There are no costs associated with work at the existing restrooms currently in the conceptual budget | **Kaiser Community:****Comment 1**What is included in the conceptual budget? Previous discussions included upgrades to the existing buildings: fire/life safety upgrades, phone/data upgrades, etc. Provide the general breakdown. When will the ADA compliance audit and upgrade plans begin? Is ADA compliance construction under a separate budget and schedule that is not part of the expansion plan? | **Facilities:**Provide tentative timelines to address Comment questions in upcoming meeting. | **Melissa****By July 17, 2012** |
| 1. **What are the minimum space requirements for a library serving up to 300 students?**
 | **Facilities 6/15:**The spatial requirements for students in a library are 50 square feet per person. We currently design for approximately 1250 square feet for libraries at elementary schools. There are no costs associated with work at the existing library in the conceptual budget | **Kaiser Community:****Comment 1:**Kaiser’s library is 810 SF. |  |  |
|  |  |  |  |  |

Question #1: School Quality Standards - BOE Adopted

