



Sunnyvale School District

Facilities Master Plan

September 16, 2021 | Board of Education – FMP Update

LPA



Board of Education – FMP Update

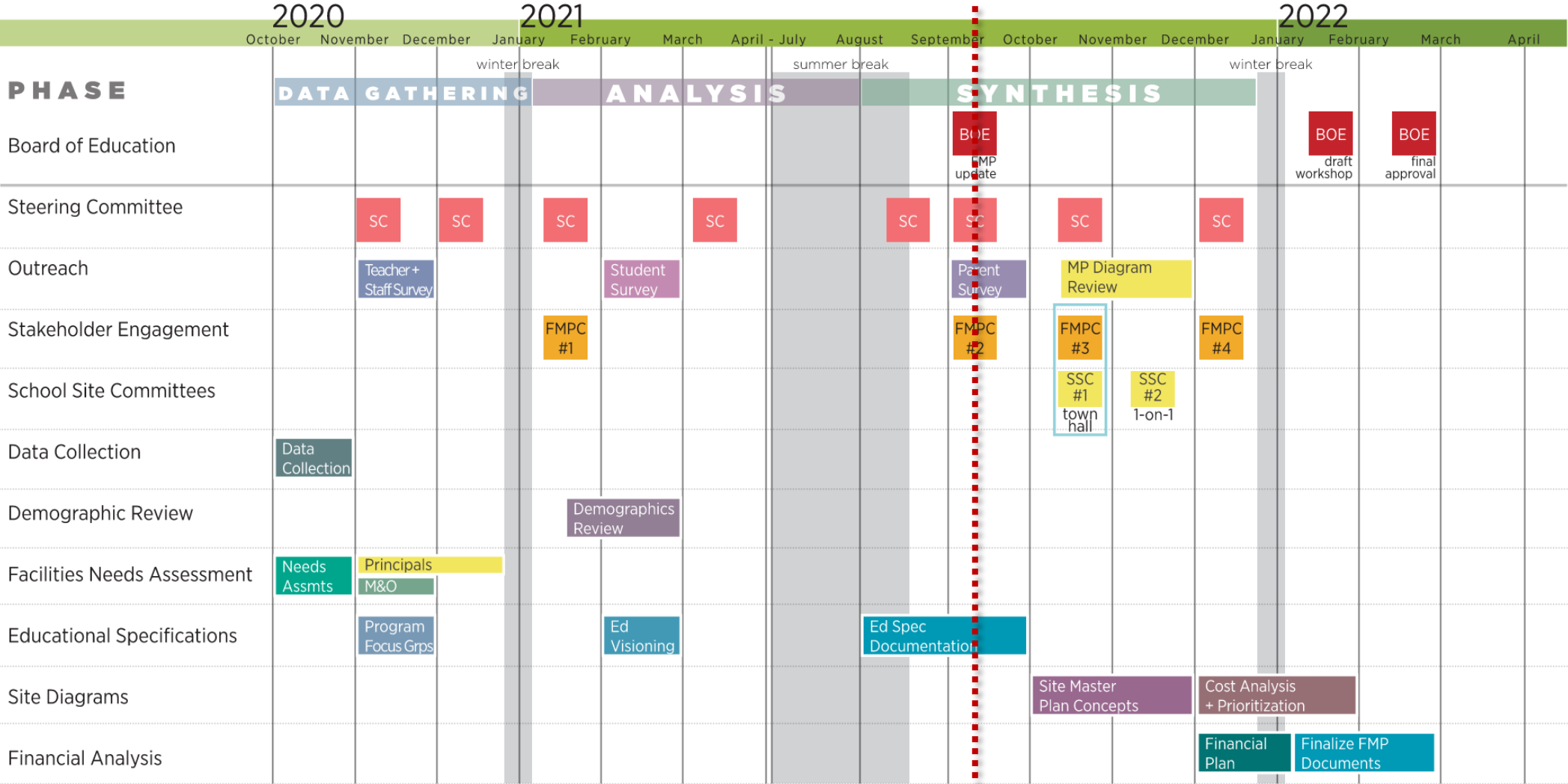
Agenda

- Schedule Overview
- FMP Activities Progress
- Stakeholder Outreach Data
- Needs Assessment Findings
- Site Specific Needs and Learning Space Design Standards Themes
- FMP Website
- Next Steps



FMP Schedule Overview

R5
07.14.2021

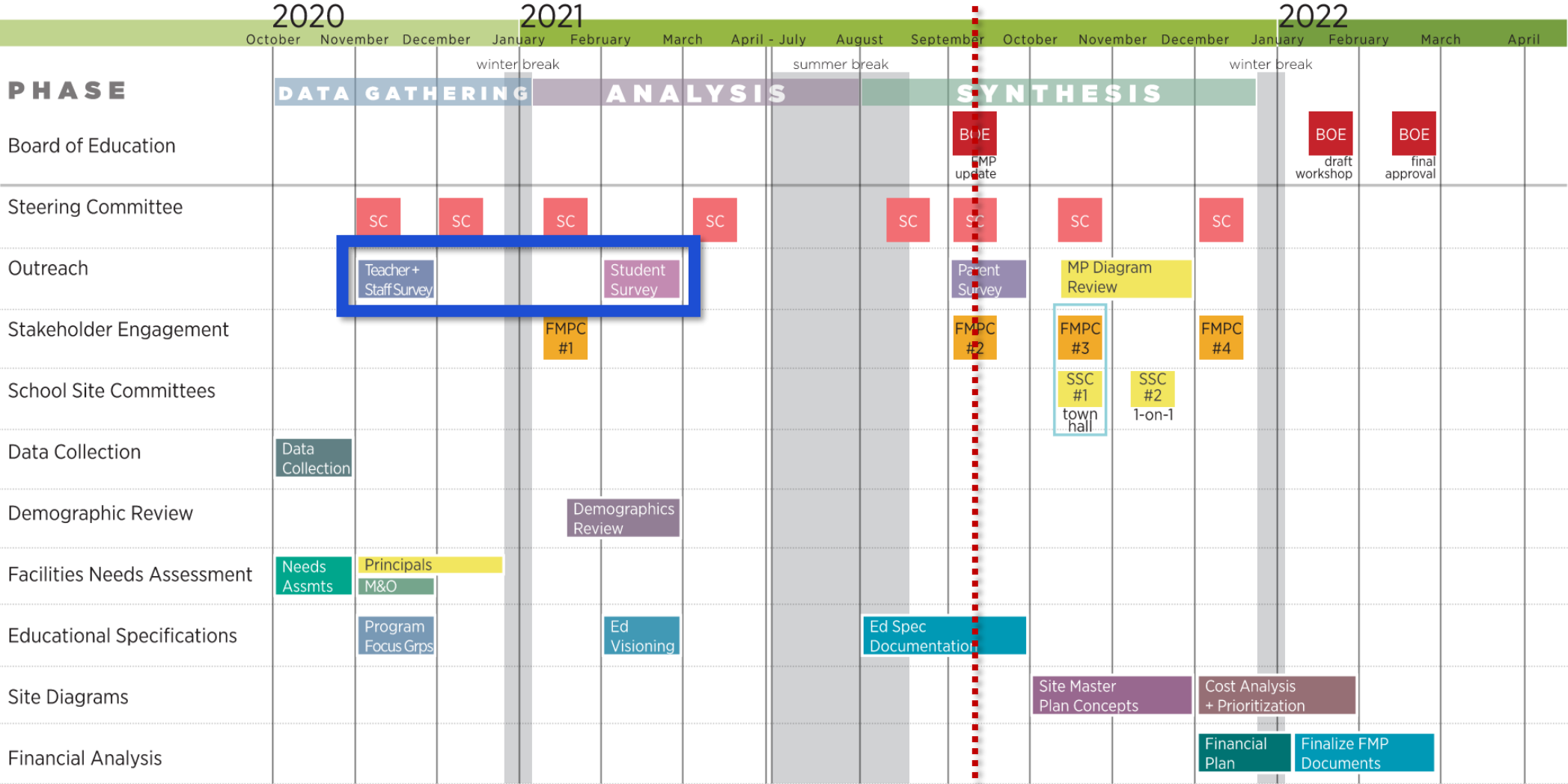


FMP Activities & Findings To-Date

FMP Activities Done To-Date

Schedule

R5
07.14.2021



Survey Findings

District-Wide

Teacher & Staff Survey Priorities

1. Building HVAC Systems
2. Modernization of Existing Buildings / Classrooms
3. Student / Staff Restrooms
4. Tie between:
 - Parking / Drop-Off Circulation
 - Replace Portable Classrooms with New Construction
 - Classroom Furniture
 - Technology



207
responses



Survey Findings

District-Wide



Student Survey Findings: Top Priorities

All Responses

- 1. Drinking Fountains
- 2. Gym / Locker Rooms
- 3. Classrooms

Grades 4 & 5

- 1. Drinking Fountains
- 2. Blacktop and Playgrounds
- 3. MPR / Cafeteria

Grades 7 & 8

- 1. Gym / Locker Rooms
- 2. Drinking Fountains
- 3. Classrooms

-
- 4. Blacktop and Playgrounds
 - 5. MPR / Cafeteria
 - 6. Areas for Collaboration

- 4. Classrooms
- 5. Areas for Collaboration
- 6. Outdoor Areas to Gather

- 4. Classroom Technology
- 5. Outdoor Areas to Gather
- 6. Areas for Collaboration

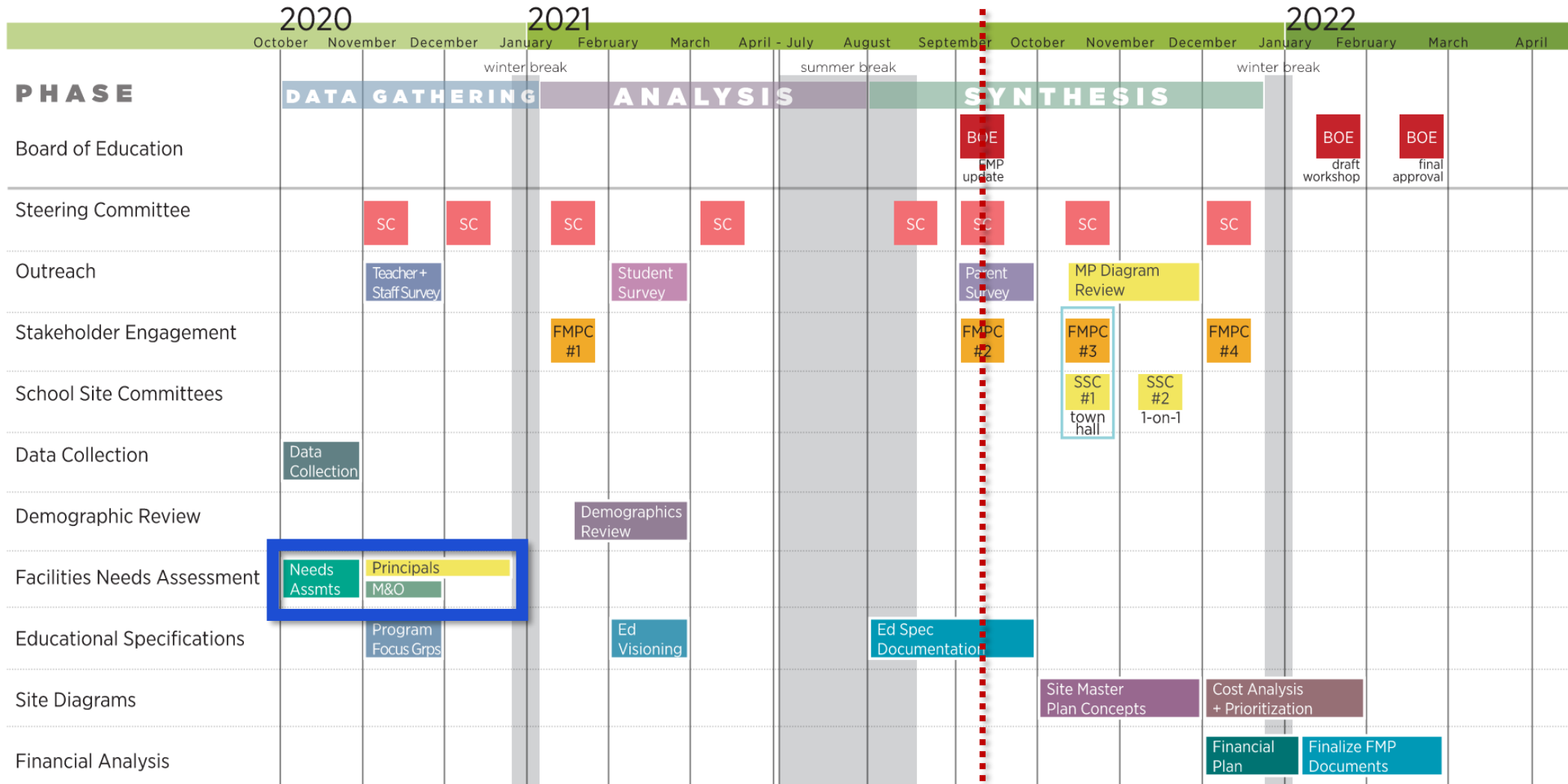
64%
response rate!

1,642
responses

FMP Activities Done To-Date

Schedule

R5
07.14.2021



Needs Assessment Findings

District-Wide

Campus Work Done To-Date

No Major Modernization

- Sunnyvale Middle

Partial Renovation / Partial New Construction

- Cherry Chase Elementary (2011)
- Fairwood Elementary (2009-2012)
- Vargas Elementary (2009-2012)

Comprehensive Modernization*

- Cumberland Elementary (2011)
- Lakewood Tech EQ Elementary
- San Miguel / Juntos Elementary (2011)
- Columbia Middle

Campus Rebuild/Renovation

- Bishop Elementary (2019/20)
- Ellis Elementary (DSA Approved / Bidding)

District Wide Facility Needs

- Digital marquee at school frontage
- District-wide technology upgrade
- Replace rubber surfacing at all play structures over the life of the master plan
- Replace play structures that will reach 20-years of age within the life of the master plan
- Address conduits running above covered walkway canopies
- Seal-coat all hardcourts
- Notes:
 - All fields are maintained by the city
 - District does not support security cameras

* Sites that have received a comprehensive modernization remain to have parts of campus still requiring improvement.

Principal Interviews & Site Visits

District-Wide

Common Themes

- Program Room: used for Art, Music, other Enrichment Programs. Many used as the Health and Wellness / Isolation Room currently.
- Traditional Computer Lab is not being used now that students are 1:1 within their classrooms.
- Bring all classroom technology packages to the same baseline.
- Integrate flexibility within the classroom and create a strong indoor/outdoor connection as part of the Learning Space Design Standards.
- New Kindergarten Rooms at Cherry Chase ES: feedback from Ed Services on room design will influence the Learning Space Design Standards.



**Computer Lab at
Lakewood Tech EQ ES**



**Projector and Teaching Wall at
Columbia MS**



**New Kindergarten at
Cherry Chase ES**

LPA



Needs Assessment Findings

Site-Specific Needs

LPA



Bishop Elementary

Work Done To-Date

- Site-wide rebuild/renovated in 2019/2020

Remaining Needs *(partial list)*

- Furniture
- Shade
- Playground Equipment

Cherry Chase Elementary

Work Done To-Date

- HVAC systems modernization
- Play structure (2010) and surfacing (2019)
- New Kindergarten wing (2020)
- New Multi-Use Room (2011)

Remaining Needs *(partial list)*

- Modernization (interior and finishes, technology)
- Utility and sitework upgrades
- Admin expansion

Cumberland Elementary

Work Done To-Date

- Comprehensive remodel in 2011:
 - Administration
 - Underground utilities
 - New Switchgear, gas mains
 - Kindergarten remodel
- Interior finishes
- Playgrounds/structures
- New modular building

Remaining Needs *(partial list)*

- Improved Functionality of Assembly Space / MPR
- HVAC unit replacement

Needs Assessment Findings

Site-Specific Needs

Ellis Elementary

Work Done To-Date

- (4) New buildings in 2005
- Remaining campus is currently under redesign
- Redesign status: DSA-approved and out to bid

Remaining Needs

- None anticipated after redesign

Fairwood Explorer Elem.

Work Done To-Date

- New, slab-on-grade portable classrooms in 2012
- Lower and upper primary play structures
- New construction/renovation for Library and Administration in 2009
- Multi-Use Room modernized in 2010 and flooring again in 2014

Remaining Needs *(partial list)*

- Roof replacement
- Restrooms at Kindergarten
- Mod and/or Addition of Classrooms

Lakewood Tech EQ Elem.

Work Done To-Date

- Underground was replaced in 2014/15
- New construction 2010-2015

Remaining Needs *(partial list)*

- Furniture
- Classroom ventilation
- Confidential counseling spaces

Needs Assessment Findings

Site-Specific Needs

San Miguel / Juntos Elem.

Work Done To-Date

- Classroom, Admin, Library, and Computer Lab renovation in 2014
- New Multi-Use Room in 2012
- New classrooms in 2012, 2016

Remaining Needs *(partial list)*

- HVAC in various classrooms and Admin
- Play apparatus locations
- Parking & Drop-off Circulation
- Restrooms
- Student dining

Vargas Elementary

Work Done To-Date

- (5) New Kinder and (7) General Education classrooms

Remaining Needs *(partial list)*

- Relocate utilities over covered walk; repair leaks
- Additional staff restrooms
- Upgrade finishes in Library
- HVAC replacement
- Switchgear replacement
- Trash enclosure
- Play structure / playground equipment

Needs Assessment Findings

Site-Specific Needs

Columbia Middle

Work Done To-Date

- Underground utilities
- Paint

Remaining Needs *(partial list)*

- Roof repairs (over next 10 years)
- HVAC work (verify)
- Digital marquee
- Presentation technology
- Boy's Locker Room
- Renovate/update Music Room

Sunnyvale Middle

Work Done To-Date

- Science classrooms
- Gym floor refinished annually
- Girl's Locker Room to be redone

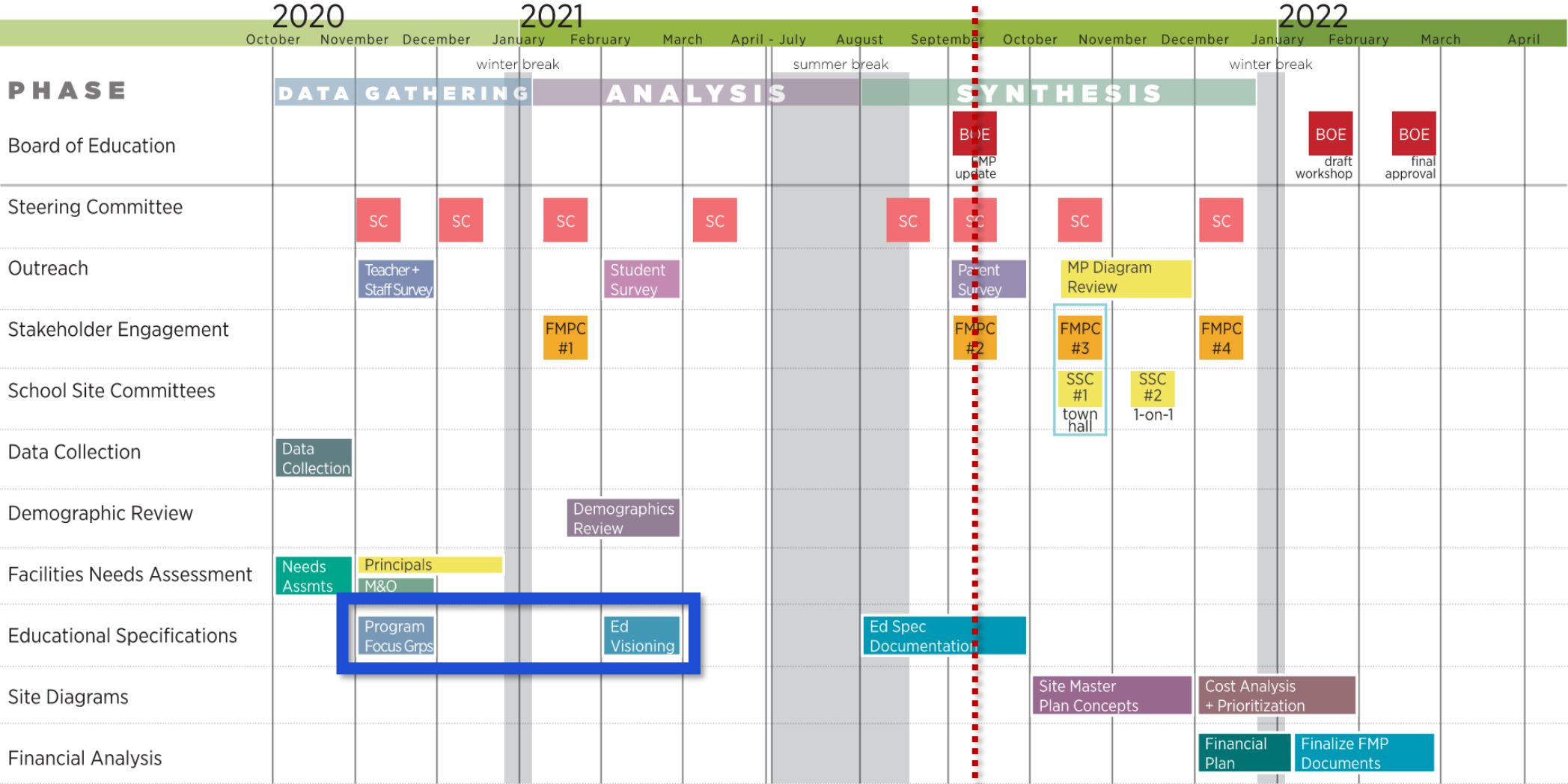
Remaining Needs *(partial list)*

- Has received the least amount of improvement in district
- Site entry/statement piece
- Site lighting
- Facility renovation
- Gym renovation
- Underground utilities
- Boy's Locker Room
- Interior serving at Kit/MUR
- Perimeter fencing

FMP Activities Done To-Date

Schedule

R5
07.14.2021



Learning Space Design Standards

A document which defines each space type by its ideal characteristics, as informed by SSD's Educational Leaders. This document will be used as a guide to inform future improvements.

Influenced By:

1. Principal Questionnaires
2. Focus Group Interviews
3. Elementary/Middle School Program Charrettes



Educational Visioning Charrette

Learning Space Design Standards

Special Education:

- Mild / Moderate
- Moderate / Severe
- Assisted Daily Living (Severe)



Educational Visioning Charrette

Learning Space Design Standards

LPA



Special Education:

- Mild / Moderate
- Moderate / Severe
- Assisted Daily Living (Severe)

Elementary Enrichment:

- (2) Enrichment Spaces per Elementary:
 - Music
 - Art / Messy Creation Space



Educational Visioning Charrette

Learning Space Design Standards

LPA



Special Education:

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- (2) Enrichment Spaces per Elementary:
 - Music
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Student Support: Learning Center

- Suite of offices for counseling, small-group work, OT, and assessment
- Wellness Services



Educational Visioning Charrette

Learning Space Design Standards

LPA



Special Education:

- Mild / Moderate
- Moderate / Severe
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Elementary Enrichment:

- (2) Enrichment Spaces per Elementary:
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Outdoor Learning:

- Indoor-Outdoor Connections
- School Garden



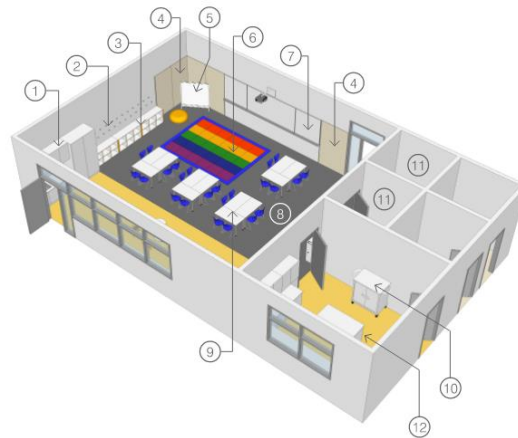
Educational Visioning Charrette

Learning Space Design Standards: Sample



LEGEND

- ① Lockable Upper/Lower Casework with Sink + 4'-0" Wide Teacher Storage Cabinet
- ② Wall Hooks
- ③ Cubbies for Backpacks or Pull-out Bins
- ④ Tackable Wall Surface
- ⑤ Mobile White Board
- ⑥ Area Rug for Gathering
- ⑦ (1) 8'-0" Wide White Board + (2) 4'-0" Wide White Boards with Short Throw Projector
- ⑧ Carpet
- ⑨ Age & Height-appropriate Desks and Chairs without wheels
- ⑩ Technology Charging Cart
- ⑪ Restroom
- ⑫ Teacher Workroom
- ⑬ Teacher Desk
- ⑭ Small-Group Table and Stools
- ⑮ Cubbies/Bookshelves with Pull-out Bins
- ⑯ Resilient Flooring
- ⑰ Mobile Storage Cart
- ⑱ Epoxy Flooring



Identifies Space Types and Adjacencies

Suggests Room Layout and Connections to Adjacent Indoor Spaces and Indoor / Outdoor Connections

Provides a 'Kit of Parts' Approach to Furniture and Equipment

Diagram: sample Kindergarten Classroom and Support Spaces

Educational Visioning Charrette

Learning Space Design Standards: Sample

Defines Categories of Spatial Features:

- Ceilings
- Furniture
- Casework
- Walls, Doors & Windows
- Flooring

Describes the objectives behind the selection of each material.

Provides direction to future design teams while leaving flexibility for specific design solutions.

Diagram: sample Kindergarten Classroom and Support Spaces

SPATIAL FEATURES

CEILINGS

- Ceilings should be primarily acoustically absorptive material. In areas that are dedicated to small group or individual focus, lower ceilings can provide a sense of scale.

FURNITURE

- Furniture scaled for young children should be the focus, with consideration for the weight and ease of mobility based on age. Desks and chairs should not have wheels.
- A minimum of one kidney-type table should be provided for small group work. Include stools or different type of chair to encourage mobility and choice.
- Mobile whiteboards as a furniture solution may be provided to support small group instruction.
- Organized mobile shelving or cubbies with small pull-out bins should be provided for student supplies and book storage. Student age and height should be considered when determining locations and shelf height.
- Locations for electronic device charging carts should be considered, including adequate power to support the use of technology in daily curriculum.

CASEWORK

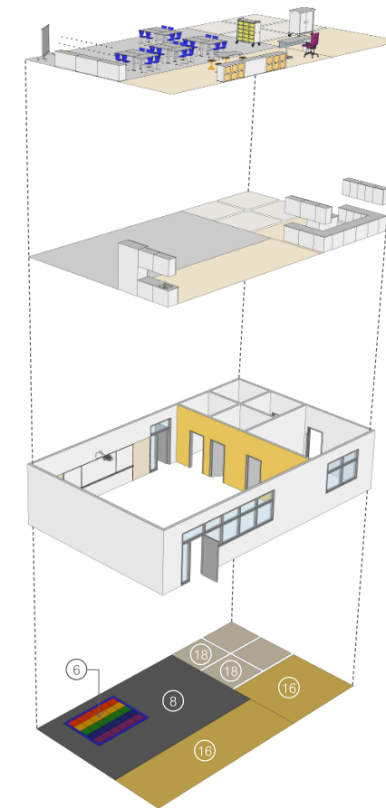
- Lockable storage for teacher supplies and materials should be provided, primarily in the Teacher Workroom. Cubbies should be provided for backpacks below the wall hooks.
- A sink should be provided at the main entrance to the room.

WALLS, DOORS & WINDOWS

- Disperse writable surfaces throughout, with locations for communal gathering and small-group break-out.
- Disperse display areas throughout, at varying heights. Tackable surfaces and/or magnetic display systems should be considered.
- A short-throw or ceiling mounted projector and large whiteboard projection surface should be provided at class discussion space. A Promethean Board should be considered.
- Wall hooks should be provided for student use, one for each student at a minimum. Roller shades should be provided at all window locations, including door sidelights and view windows in doors.

FLOORING

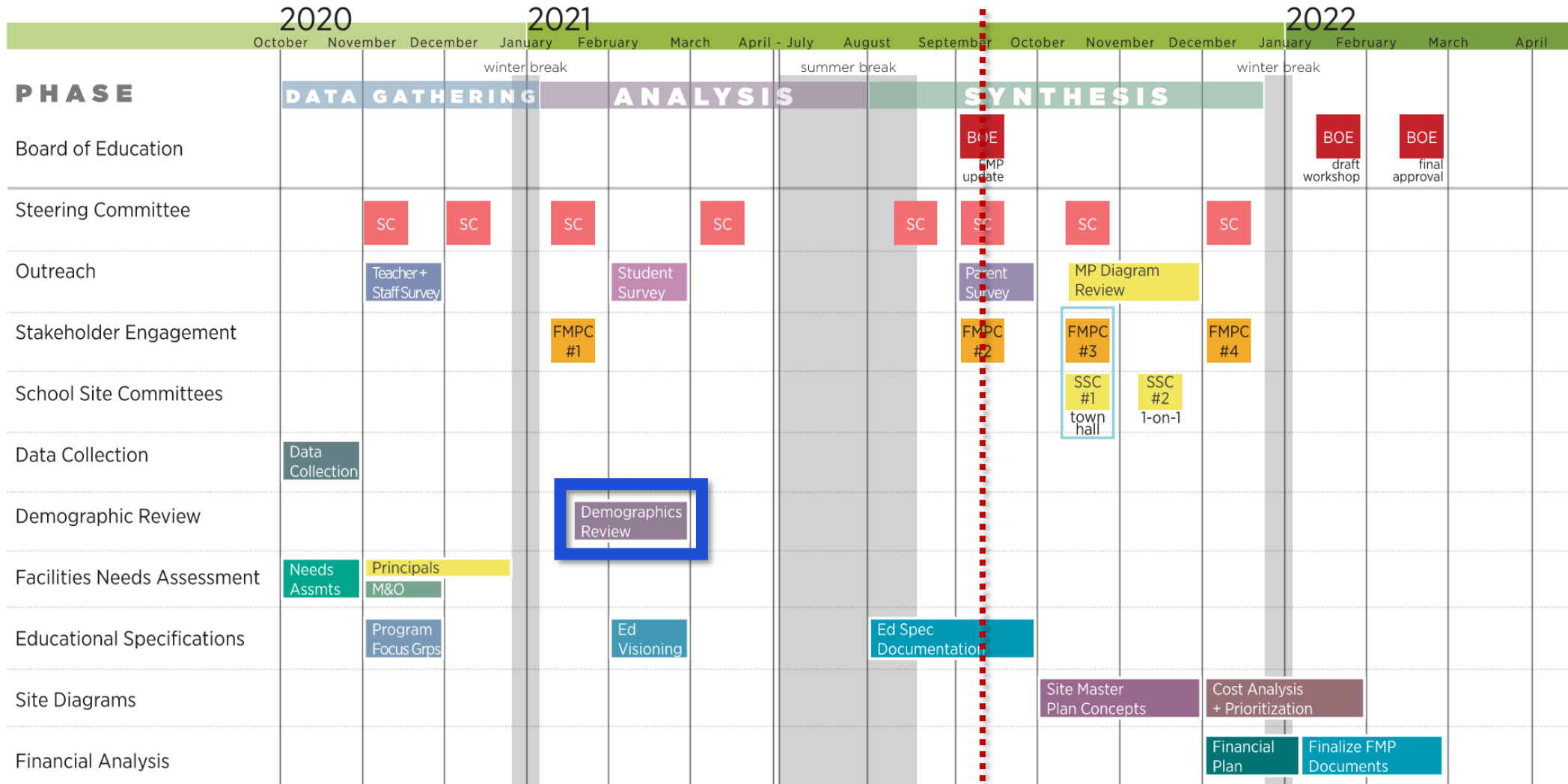
- Resilient flooring should be provided at 'wet' areas and project-based activity areas, approximately one-third of the room.
- Carpet should be provided for the remaining two-thirds of the room.
- A rug should be provided at the main class gathering area.
- Resilient flooring should be provided in the Teacher Workroom.



FMP Activities Done To-Date

Schedule

R5
07.14.2021



FMP Activities Done To-Date

Demographics & Projected Enrollment

- SSD has been in a declining enrollment trend, drastically sharpening in 2020 due to the pandemic.
- Uncertainty surrounding projections due to ongoing impacts of the pandemic.
- Projected enrollments for planning purposes
 - Use 2025 demographics to forecast teaching stations with area for future enrollment growth.
 - Use 2015 demographic peak to plan for core spaces (like Library, MPR, Admin).

Table 2: Actual Enrollments and Actual and Projected Resident Student Populations by School
(with highlighting of yellow for growth (none) and orange for decline for attendance area changes of 20+ resident students)

School	Actual Resident and Enrollment part (excl. TK)				Projected Resident Students part (excl. TK)					
	Resident Shift from October 2019	Actual October 6, 2020*			Projected Resident Students in Relevant Grades in October of			Projected Resident Student Change to October of		
		Resident Students	Attending Adjust**	Attending Enrollment	2021	2022	2023	2021	2022	2023
Lakewood	-17	463	-77	386	450	438	410	-13	-25	-53
Fairwood	5	227	165	392	232	226	223	5	-1	-4
Bishop	-26	434	-42	392	433	419	409	-1	-15	-25
San Miguel	-4	350	48	398	351	352	355	1	2	5
Vargas	-29	409	-7	402	402	397	390	-7	-12	-19
Cherry Chase	-102	671	1	672	653	620	586	-18	-51	-85
Cumberland	-43	740	9	749	717	698	686	-23	-42	-54
Ellis	-28	732	-29	703	719	704	701	-13	-28	-31
Res. Elem. Total***	-244	4,026	68	4,094	3,957	3,854	3,760	-69	-172	-266
Incoming IDA (K-5)	8	68	-68	NA	69	67	70	1	-1	2
Unlocatable (K-5)	0	0	0	NA	0	0	0	0	0	0
Columbia	-91	632	13	645	589	595	608	-43	-37	-24
Sunnyvale	-131	1,078	17	1,095	1,045	1,005	1,049	-33	-73	-29
Res. Middle Total***	-222	1,710	30	1,740	1,634	1,600	1,657	-76	-110	-53
Incoming IDA (6-8)	1	30	-30	NA	24	30	27	-6	0	-3
Unlocatable (6-8)	0	0	0	NA	0	0	0	0	0	0

* Actual totals, and all other figures, are based on student records provided by the Sunnyvale School District (SSD).

** School net attending adjustments include (1) intra-district attendance and (2) incoming inter-district attendance (IDA). Outgoing inter-district attendance was not identified. See Appendix A for additional information.

*** Resident elementary and middle school totals exclude IDA students and students listed at unlocatable addresses.

Notes: (1) Projected amounts contain hidden fractions, so the totals above may not sum exactly to those shown in other tables. (2) One current sixth grader listed as attending Cherry Chase has been included instead in the Sunnyvale figures in this table.

Upcoming FMP Activities and FMP Committee Agenda

Upcoming FMP Activities

LPA



Parent & Community Survey

Distributed September 8th – 15th

Provided in English & Spanish

FMPC Meetings

September 21st @ 6:00 – 8:00pm

October 19th @ 6:00 – 8:00pm

December 14th @ 6:00 – 8:00pm

Town Hall

October 26th @ 6:00 – 8:00pm (*in-person*)

October 27th @ 6:00 – 8:00pm (*virtual*)

School Site Committee

Principals to Form SSC

LPA to Provide Updated Welcome Letter

Upcoming FMP Activities

School Site Committee

Principals to Form SSC
LPA to Provide Updated Welcome Letter



FACILITIES MASTER PLAN

A 10 Year Vision

Introduction

Thank you for participating in this portion of Master Planning the future of educational facilities in the Mt Diablo Unified School District. This will be an opportunity to provide meaningful input about the proposed master plan recommendations for your school and to verify that the proposed improvements support the District's vision.

What is a Facilities Plan?

A Facilities Master Plan (FMP) is, by its nature, a broad endeavor. In this process, you will not be designing facilities. While facilities deficiencies may be noted and discovered as a part of this process, a focus on long-range, strategic issues relating specifically to the District's educational and operational goals is a primary focus for this master planning effort. The Facilities Master Plan (FMP) we develop together will be a "living" document and also a strategic planning tool that will identify short-term and long-term facility goals within the District for the next 5-10 years.

Purpose of the Learning Space Design Standards

A component of the planning process is to develop Learning Space Design Standards. The purpose of these standards is to ensure the following:

A Common Baseline

A consistent approach in developing each school site master plan proposed development.

Common Goals

To engage stakeholders in a participatory process in developing the vision.

Outcome Focused

To serve to document educator's intent for program delivery and goals.

Equitable Quality

To be used for assessing existing facilities and budgeting scope for a long-term financial plan.

Continuous Improvement

To be a tool for reevaluation, adjustment and measurement of the plan over time.

What is your role as the Principal?

- 3 Interactions:
 - One online **survey and interview** with LPA as part of the site assessment process (completed in November/December).
 - One **Town Hall** meeting. Refer to page 2 for Town Hall options.
 - One follow-up **1 on 1** meeting to provide your stakeholder input.
- Select members for your proposed School Site Committee (SSC) per the committee makeup recommendations outlined on page 2 (note, this may be a group you feel already exists, in which case it's ok to use the same group). Please provide the names of your SSC members to Brandt Burns prior to the Town Hall.
- At the Town Hall meeting, you will be provided the following items:
 - Condition and Needs Assessment** reports of your school facilities. These summarize the existing conditions observed at your site and document how the site is used. Please review this reports for accuracy and provide comments, to be reviewed at the 1 on 1 follow-up meeting.
 - Existing Campus Plan:** Please confirm that room labels are correct.
 - Draft Master Plan Diagram:** Please confirm your site specific and community needs are addressed in the proposed Master Plan.
 - Questionnaire:** A form will be provided at the Town Hall asking you to fill in what works, what needs to change, and provides an opportunity to document top priority projects supported by your school stakeholders. These items will be reviewed at the follow-up 1 on 1 meeting.
- Only the Principal will be required to attend the follow-up 1 on 1 meeting but we encourage you to bring 2-3 stakeholders from the SSC. You will receive more specific information about this meeting after the Town Hall.

Suggested Outreach Process Following the Town Hall

Between the Town Hall and the follow-up 1-on-1 meeting, each school will conduct an outreach process of their choosing to gain feedback on the Draft Master Plan Diagram.

Some suggestions for this outreach are:

- Meet with Parents' Club/PTA, School Site Council
- Meet with teachers and staff
- Hang the master plan poster in the staff lounge and/or main office and provide a way for people to provide comments
- These conversations can be incorporated into the agenda of any site meeting already on the calendar.

SUNNYVALE SCHOOL DISTRICT
Facilities Master Plan

Page 1

SCHOOL SITE COMMITTEES & FOLLOW-UP

Town Hall (select one to attend)

in-person session

Location: TBD*

Date: October 26th

Time: 6:00pm – 8:00pm

* Location will be announced as the Town Hall approaches.

virtual session

Location: virtual platform*

Date: October 27th

Time: 6:00pm – 8:00pm

* Link will be provided as the Town Hall approaches.

Follow-up 1 on 1 schedule

Location: TBD

Date: TBD

Appointment time varies per school site.

A sign-up sheet for appointments will be distributed.

Questions

If you have any questions, please contact:
Brandt Burns
Brandt.Burns@SDES.org
408.522.8200 x1060

School Site Committee Makeup

Suggested participants for the SSC:

Elementary School SSC: 4-5 Members

Principal

(2) Teachers (Lower & Upper Primary Grades)

(1) Classified Staff

(2) Parents Club/PTA

Middle School SSC: 6-7 Members

Principal

(3) Teachers

One from each of the following areas:

• Language Arts/Social Sciences/Math

• Science

• Electives

(1) Classified Staff

(2) Parents Club/PTA

(1) Student(s)

FACILITY MASTER PLAN COMPONENTS

Authentic stakeholder engagement is a critical component of LPA's Facilities Master Plan process. To the right is a graphic of the 4 major components of a Facilities Master Plan, examined as part of the process. We thank you for being part of it.

SUNNYVALE SCHOOL DISTRICT
Facilities Master Plan

Page 2

Upcoming FMP Activities

Town Hall

In-Person:

October 26 @ 6:00pm – 8:00pm

Virtual Session:

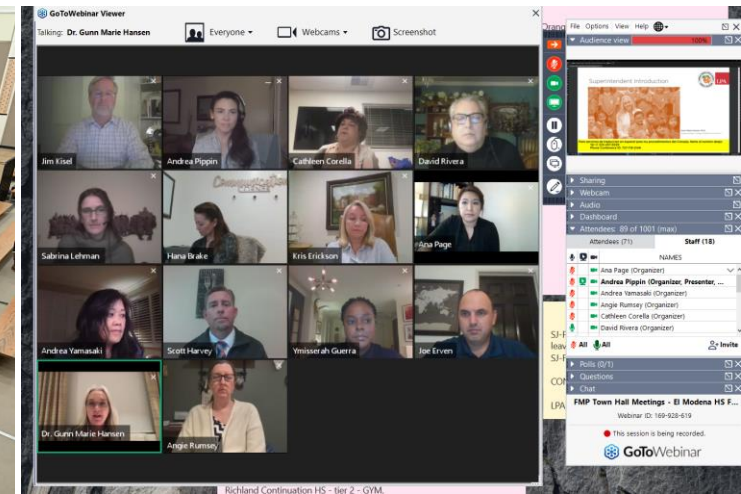
October 27 @ 6:00pm – 8:00pm

Agenda

- FMP Process & Findings
- Learning Space Design Standards Review
- Draft Master Plan Diagram Review
- Q&A Session

Town Hall Attendees

- FMP Committee
- School Site Committees
- Steering Committee
- Open to the Public



Facilities Master Plan Update

FMP Website



2020/2021
FACILITIES MASTER PLAN



PROCESS



PLANNING



VISION



SITES



lpamasterplans.com/Sunnyvale-SD-FMP



Bishop Elementary



Cherry Chase
Elementary



Cumberland
Elementary



Ellis Elementary



Fairwood Explorer
Elementary



Lakewood Tech EQ



San Miguel
Elementary



Changing Lives by Design™